



COLLEGE OF DuPAGE

**Regular Board of Trustees Meeting @ 6 p.m.
Public Hearing of FY2019 Budget @ 6:45 p.m.**

June 21, 2018





NOTICE AND AGENDA

THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT #502, COUNTIES OF DuPAGE, COOK AND WILL, STATE OF ILLINOIS, WILL HOLD THE FOLLOWING COMMITTEE OF THE WHOLE MEETING AND REGULAR MEETING OF THE BOARD IN THE STUDENT SERVICES CENTER (SSC), ROOM SSC-2200, MAIN CAMPUS, 425 FAWELL BLVD., GLEN ELLYN, ILLINOIS:

REGULAR BOARD MEETING
THURSDAY, JUNE 21, 2018
6:00 P.M. ~ ROOM SSC-2200

PUBLIC HEARING OF THE 2019 BUDGET
6:45 P.M. ~ ROOM SSC-2200

AGENDA

6:00 P.M. REGULAR BOARD MEETING: CLOSED SESSION (to conclude by 6:45 p.m.)

1. CALL TO ORDER / PLEDGE OF ALLEGIANCE / ROLL CALL
2. CLOSED SESSION
3. RETURN TO OPEN SESSION

6:45 P.M. SPECIAL BOARD MEETING: PUBLIC HEARING OF FY19 BUDGET

1. CALL TO ORDER / ROLL CALL
2. FY19 Budget
 - Dr. Brian Caputo, Vice President Administration & Treasurer
3. PUBLIC COMMENT (FY19 Budget Related)
4. ADJOURN

7:00 P.M. REGULAR BOARD MEETING: (continued upon conclusion of Public Hearing)

1. CALL TO ORDER / ROLL CALL
2. PUBLIC COMMENT
3. REPORTS
 - a. Chairman's Report
 - b. Student Trustee Report
 - c. President's Report
 - Resolution of Appreciation for Dr. Charles Currier
 - Approval of Resolution of Appreciation for Dr. Charles Currier

- Pulse Survey Results
 - James Benté, Vice President Planning & Institutional Effectiveness

4. **PRESENTATIONS**

- **GFOA Award for Excellence in Government Finance**
 - Dr. Brian Caputo, Vice President Administrative Affairs/Treasurer
 - Diane Lantz, Executive Director, Illinois Government Finance Officers Association

5. **INFORMATION**

- a. Personnel Items
- b. Financial Statements
- c. Gifts & Grants Report
- d. Construction Change Orders
- e. Monthly Construction Update

6. **APPROVAL: Adoption of the FY2019 Budget**

7. **CONSENT AGENDA**

- a. Illinois Prevailing Wage Act Resolution
- b. Compliance Training
- c. Internet Recruitment Advertising
- d. Athletic Training Services
- e. Library Vendors – FY2019
- f. Library Consortium Purchases – FY2019
- g. Library Sole Source – FY2019
- h. AT&T IPFlex Telephone Service Agreement
- i. IT Maintenance Contracts
- j. Facilities Consolidated Maintenance Contracts
- k. Telephone System Maintenance and Support Services
- l. MAC Comcast Spotlight LLC Advertising
- m. RAMP Document
- n. Minutes of the May 10, 2018 Special Board Meeting
- o. Marketing Project Management Software (RFP)
- p. Postage for the Second Issue of *Engage*
- q. Annual Agency Advertising Purchase with Zehnder
- r. Online Course Tuition Increase for Non-residents of District 502
- s. Lead-free Ammunition - FY2019
- t. Contract with Educational Partner Bruce A. Sokolove, d/b/a Field Training Associates
- u. Certified Personal Trainer Program with S.F. & Wellness, Inc., d/b/a World Instructor Training Schools (W.I.T.S.)
- v. Project Management Training from Institute for Leadership Excellence & Development, Inc.
- w. Six Sigma Training from Educational Partner fkiQuality, LLC
- x. Fortinet 3000D Security Appliance Bundle
- y. Virtual Agent Solution
- z. Ellucian Software Maintenance Agreement
- aa. Media Monitoring, Database, and Press Release Distribution
- bb. Freelance News Bureau Photography Services
- cc. Window Cleaning Services
- dd. Culinary and Hospitality Center – Kitchen Prep Room
- ee. Education Office and Planning Conference Area – Student Resource Center
- ff. Educational Executive Office Renovation Glass Partition
- gg. Janitorial Supplies Purchase
- hh. Library Media Room Project – Student Resource Center
- ii. PEC Arena Divider Curtains – Rebid
- jj. Regional Centers Landscaping Maintenance
- kk. Student Resource Center (SRC) Door #2 Entrance Remodel

- ll. MAC Marketing Funding Increase (Carol Fox & Associates)
- mm. A.D.N. Testing Services (Elsevier)
- nn. Architectural Services for the Beem Building Renovation Project
- oo. Property, General Liability, Student Malpractice, Directors and Officers, Worker's Compensation, Athletic Accident Coverage and Athletic Catastrophic Insurance Renewal
- pp. Stivers Temporary Staffing
- qq. Approval of President Rondeau's Business Expense Budget
- rr. MAC Touring Artist Contracts
- ss. MAC Tribune Media Group Advertising
- tt. Retention of Akerman LLP
- uu. Intergovernmental Agreement with Districts 87 and 89
- vv. FY2018 Operational Funding for Innovation DuPage
- ww. Reimbursement Expenses for Dr. Ann Rondeau
- xx. Approval for Trustee to attend ACCT Leadership Conference
- yy. Personnel Action Items
- zz. Financial Reports

- 8. APPROVAL: AlphaGraphics Wheaton Financial Reports
- 9. FY2019 (July 1, 2018 – June 30, 2019) Compensation for President Rondeau
- 10. TRUSTEE DISCUSSION
- 11. CALENDAR DATES / *Campus Events*
 - Thursday, July 19, 2018: Regular Board Meeting @ 6:00 p.m. - SSC-2200
- 12. CLOSED SESSION
- 13. ADJOURN



CHRISTINE FENNE, SECRETARY
BOARD OF TRUSTEES OF COMMUNITY COLLEGE
DISTRICT NO. 502, COUNTIES OF DuPAGE, COOK AND WILL, STATE OF ILLINOIS

Posted 6/19/18



COLLEGE OF DuPAGE
REGULAR BOARD MEETING

BOARD APPROVAL

FOR APPROVAL:

**Resolution of Appreciation
For
Dr. Charles Carrier**

SIGNATURE PAGE
Resolution of Appreciation for Dr. Charles Currier

ITEM(S) ON REQUEST

That the Board of Trustees of College of DuPage approve the Resolution of Appreciation for Dr. Charles Currier.

Board Chairman Date

Board Secretary Date



INFORMATION

- a. Personnel Items**
- b. Financial Statements**
- c. Gifts & Grants Reports**
- d. Construction Change Orders**
- e. Monthly Construction Update**



**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

BOARD INFORMATION

1. **SUBJECT**

Personnel Actions for Board Information.

2. **BACKGROUND INFORMATION**

The following personnel actions are provided for information only:

- a) Classified Appointments
- b) Managerial Promotions / Transfers
- c) Classified Promotions / Transfers
- d) Faculty Resignations / Terminations
- e) Managerial Resignations / Terminations
- f) Classified Resignations / Terminations
- g) FOP Resignations / Terminations

Staff Contact: Mia Igyarto, Interim Vice President, Human Resources

Item 5a
June 21, 2018

APPOINTMENTS

<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>Start Date</u>	<u>Type</u>	<u>Salary</u>
<u>CLASSIFIED</u>					
Paul Annarella	Accounts Receivable Specialist	Accounts Receivable	06/04/2018	New Hire Full Time	\$49,500
Erienne Birt	Library Assistant I	Library	06/04/2018	New Hire Part Time	\$16,960
Laura Daly	Financial Aid Technical Analyst	Student Financial Aid	06/18/2018	New Hire Full Time	\$65,000
Melissa DeClark	Administrative Assistant II	Academic Affairs	05/21/2018	New Hire Part Time	\$14,851
Henry Hinkle	Research Analyst	Research & Analytics	06/04/2018	New Hire Full Time	\$64,000
Jeff Hume	Specialized Testing Assistant	Testing Center	05/14/2018	New Hire Part Time	\$16,920
Christine Kelly	Student Success Coach	Continuing Education	06/11/2018	New Hire Full Time	\$57,000
Julia Marolf	Administrative Assistant II	Academic Affairs	05/21/2018	New Hire Part Time	\$14,851
Michael Maxse	Instructional Designer II	Learning Technologies	06/12/2018	New Hire Full Time	\$72,000

APPOINTMENTS - Continued

<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>Start Date</u>	<u>Type</u>	<u>Salary</u>
CLASSIFIED - continued					
Steven Myczek	Degree Audit Specialist	Student Records	06/11/2018	New Hire Full Time	\$49,920
Christine Novak-Formanski	Administrative Assistant III	Centers	05/11/2018	New Hire Part Time	\$11,832
Matthew Riewer	Multimedia Producer / Production Specialist	Multimedia Services	06/04/2018	New Hire Full Time	\$55,000
Lisa Saltiel	Administrative Assistant IV	Academic Partnerships	05/07/2018	New Hire Full Time	\$36,400
Matthew Savino	Grounds Maintenance Worker I	Facilities Operations	06/11/2018	New Hire Full Time	\$31,553
Kristina Schultz	Administrative Assistant V	Development & COD Foundation	05/21/2018	New Hire Full Time	\$47,840
Anthony Tran	Administrative Assistant III	Registration Services	06/11/2018	New Hire Part Time	\$22,876
Jenna Transon	Front Desk and Housekeeping Assistant	Culinary Arts	05/31/2018	New Hire Part Time	\$18,564
Mohamed Zybak	Administrative Assistant III	Centers	05/22/2018	New Hire Part Time	\$15,776

Item 5a
June 21, 2018

PROMOTIONS / TRANSFERS

<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>Start Date</u>	<u>Type</u>	<u>Salary</u>
<u>MANAGERIAL</u>					
Debra Hasse	Business Solutions Senior Manager	Continuing Education	05/07/2018	Promotion Full Time	\$84,766
Katherine Norris	Registrar	Student Records	06/01/2018	Promotion Full Time	\$95,777
<u>CLASSIFIED</u>					
Natalie Haraus	Learning Technologies Specialist	Learning Technologies	05/29/2018	Promotion Full Time	\$37,814

RESIGNATIONS / TERMINATIONS

<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>End Date</u>	<u>Type</u>	<u>Years of Service</u>
<u>FACULTY</u>					
Anna Campbell	Instructor	Biology and Health Sciences	05/18/2018	Resignation	1 Yrs. 9 Mos.
<u>MANAGERIAL</u>					
Neil Adams	Manager, Building and Grounds	Facilities Operations	05/18/2018	Resignation	1 Yrs. 11 Mos.
<u>CLASSIFIED</u>					
Diana Alferez	Degree Audit Specialist	Records	06/04/2018	Resignation	10 Yrs. 10 Mos.
Danielle Conlee	Instructional Assistant III	Westmont LC	06/28/2018	Resignation	2 Yrs. 0 Mos.
James Fisher	Veterans Specialist	Veterans Services	06/01/2018	Resignation	0 Yrs. 9 Mos.

RESIGNATIONS / TERMINATIONS - Continued

<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>End Date</u>	<u>Type</u>	<u>Years of Service</u>
<u>CLASSIFIED</u> - continued					
Thomas Gaita	Instructional Assistant II	Learning Commons	06/04/2018	Resignation	3 Yrs. 9 Mos.
Kelly Hannapel	Administrative Assistant V	Academic Affairs	06/04/2018	Termination	0 Yrs. 5 Mos.
Miguel Hernandez-Pacheco	Enrollment Associate	Campus Central	06/07/2018	Resignation	1 Yrs. 8 Mos.
Aliya Hoover	A/R Cashier Assistant Supervisor	Finance	05/08/2018	Resignation	3 Yrs. 11 Mos.
Nicholas Schneider	Grounds Maintenance Worker II	Facilities Operations	06/15/2018	Resignation	4 Yrs. 3 Mos.
Salvador Tejada	Document Imaging Sys. Developer	Information Technology	06/13/2018	Resignation	2 Yrs. 0 Mos.
Devin Valle	Lab Assistant	HVARC	05/18/2018	Resignation	0 Yrs. 4 Mos.
<u>FOP</u>					
Brian Adcock	Patrolman	Police	01/26/2018	Resignation	4 Yrs. 4 Mos.



COLLEGE OF DuPAGE
REGULAR BOARD MEETING

BOARD INFORMATION

1. **SUBJECT**

Financial Statements: Schedule of Investments, General Fund – Budget and Expenditures, Operating Cash Available to Pay Annual Operating Expenses, and Tax Levy Collections.

2. **REASON FOR CONSIDERATION**

Provided for Board information.

3. **BACKGROUND INFORMATION**

- a) **Schedule of Investments** – This report is presented to the Board for information each month. It lists the Schedule of Investments for each of the College's Funds. The report details the purchase and maturity dates and interest rate earned.
- b) **General Fund – Budget and Expenditures** – This report is presented to the Board for information each month. It lists the budget-to-actual results for the current fiscal year for the General Fund.
- c) **Operating Cash Available to Pay Annual Operating Expenses** – This report is presented to the Board for information each month. It shows the amount of operating cash and investments on hand and Board-approved fund balance restrictions compared to prior year annual operating expenses and presents the ratio of cash available to annual operating expenses.
- d) **Disposal of Capital Assets** - This report is presented to the Board for information on a quarterly basis. This report lists the reason for the disposal, location, number of items and their respective dollar values.
- e) **Tax Levy Collections** – This report is presented to the Board for discussion purposes on a quarterly basis (July, October, January, April). This report lists the tax receipts by counties and also by each of the funds that levy taxes.
- f) **Budgetary Position Additions** – This report is presented to the Board for information on a monthly basis. This report lists the positions that have been added after the FY2018 Budget was adopted.

Staff Contact: Brian Caputo, VP Administration, CFO and Treasurer
Scott Brady, Controller

a.

**COLLEGE OF DUPAGE
TREASURY PORTFOLIO OVERVIEW
AS OF MAY 31, 2018**

Overview of What the College Can Invest in

- Summary of authorized investment types and limitations

Item	Investment Types	Limitation of fair market value of the total portfolio	
		Max. Aggregate	Max. Single Issuer
1	US Treasury bonds, bills, notes	No limit	No limit
2	Fed agency bonds / notes	25% in callable, no limit in non-callable	None
3	Negotiable interest-bearing certificates of deposit	30%	5%
4	Commercial paper	30%	5%
5	State and municipal bonds	30%	5%
6	Collateralized repurchase agreements	10%	None
7	Mutual funds in money market funds	No limit	20%
8	Mutual funds in short term corporate bonds funds	15%	5%
9	Illinois Trust, IL Funds, ISDLA Fund Plus	15%	5%

Please refer to Board Policy 10-55 for further detail.

- No more than 40% of the fair market value of the portfolio shall be invested in non-government securities
- The specific objectives of the policy prioritize safety over liquidity and return
- The policy prohibits direct investments in any derivatives, private placements and unregistered stock

Overview of Investment Performance

- For the month ended May 31, 2018, the College had an *average cash and investment* balance of \$274.6 million. The *average investment* balance was \$260.2 million.

	ME 04/30/18	ME 05/31/18	Fiscal YTD
Average Investment Balance (\$millions)	\$ 269.1	\$ 260.2	\$ 273.7
Interest Earned (Yield)	\$ 397,630	\$ 529,163	\$ 3,470,475
Annualized Yield %	1.77%	2.44%	1.38%
Realized Gain/(Loss) *	\$ 5,329	\$ 2,770	\$ (161,757)
Yield + Realized Gain/(Loss)	\$ 402,959	\$ 531,933	\$ 3,308,718
Annualized Yield + Realized Gain/(Loss)%	1.80%	2.45%	1.32%
Unrealized Gain/(Loss)**	\$ (112,315)	\$ 6,779	\$ (387,713)
Net Yield + Realized & Unrealized Gain/(Loss)	\$ 290,644	\$ 538,712	\$ 2,921,005
Annualized %	1.30%	2.48%	1.16%

*Realized gain of \$2,770 reported in this month is due to maturity of the securities that were purchased at a discount. The College buys a security at a discount when its coupon rate is favorable to earn higher interest income over the life of the security.

**Unrealized gains/losses from BMO portfolios due mainly to market price fluctuations. Given high quality of assets, if held to term losses are unlikely.

1 – Return, here and on following pages, calculated by: (total income plus realized & unrealized gain/loss)/average period portfolio balance.

2 – The average period balance is calculated using the total balance at the beginning and at the end of that period.

3 – College owns certain securities, including commercial paper, which are bought at a discount or premium and pay interest when matured.

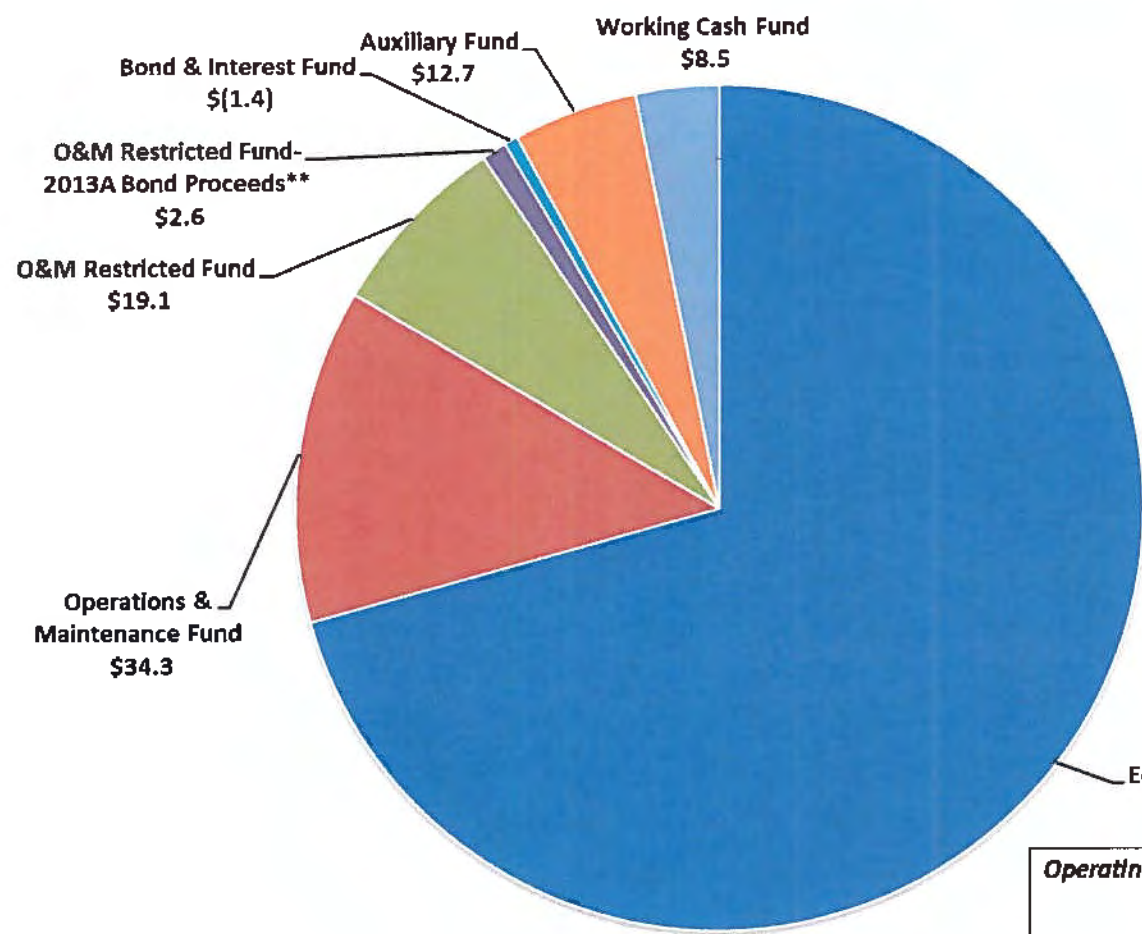
Investment Monthly Balance Summary

- \$265.5 million cash and investment balance at month-end

Monthly Ending Balances (\$ millions)

	<u>6/30/17</u>	<u>4/30/18</u>	<u>5/31/18</u>	<u>Change: 6/30/17 to Month-End</u>
BMO Asset Management	\$ 264.8	\$ 268.8	\$ 251.3	\$ (13.5)
US Bank/IL Funds	<u>-</u>	<u>0.3</u>	<u>-</u>	<u>-</u>
Subtotal	264.8	269.1	251.3	(13.5)
Cash & Cash Equivalents	<u>9.2</u>	<u>14.6</u>	<u>14.2</u>	<u>5.0</u>
Total Cash & Investments	<u>\$ 274.0</u>	<u>\$ 283.7</u>	<u>\$ 265.5</u>	<u>\$ (8.5)</u>

May 31, 2018 Portfolio Overview: Assets by Fund Allocation (\$265.5 MM total)



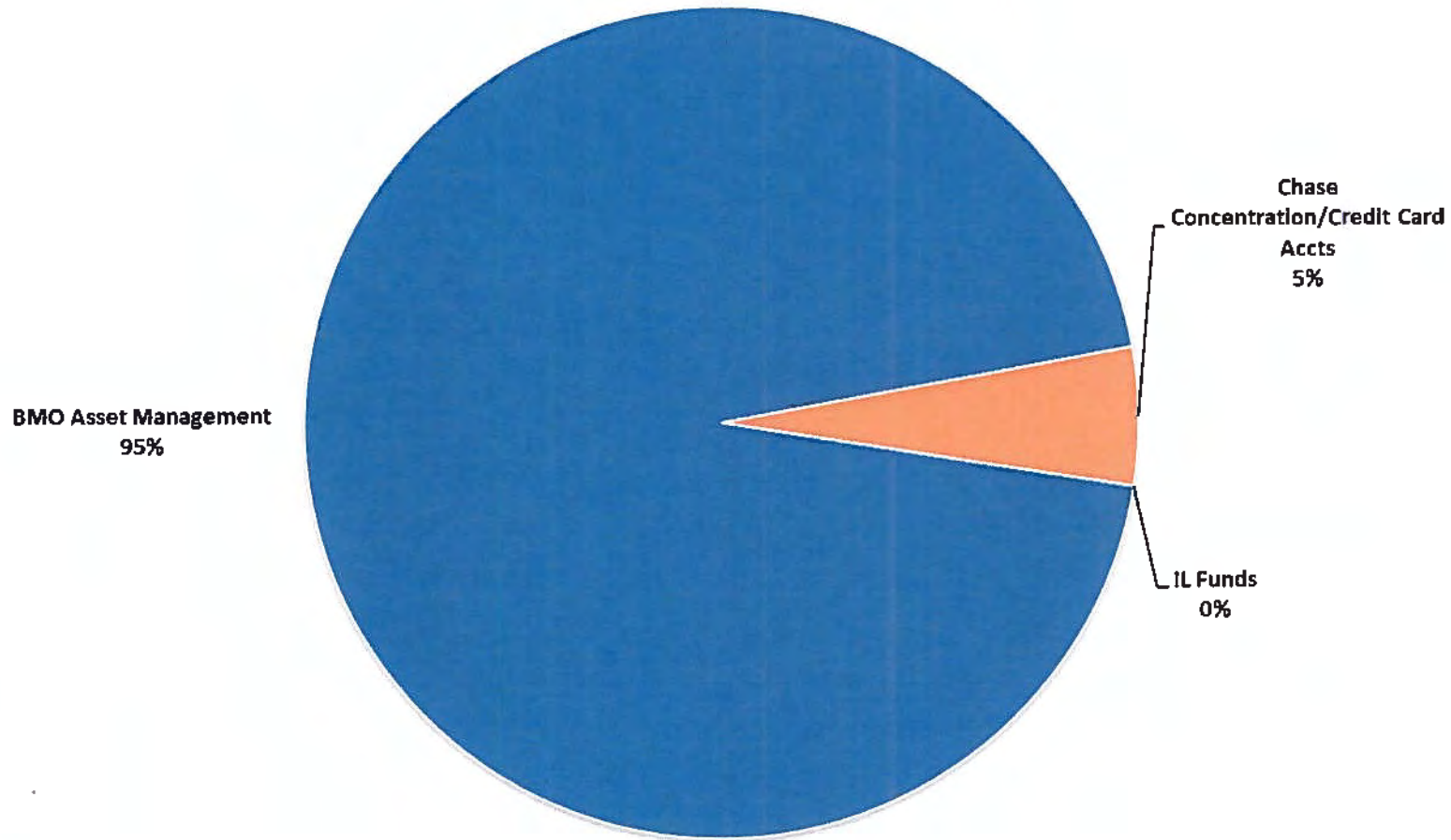
*In millions of \$

**2013A Bond Proceeds are restricted & accounted for in Fund 03. BMO Treasury Money Market of \$2.6 mil as of 05/31/18.

Education Fund	\$ 189.7
Operations & Maintenance Fund	34.3
Less: Agency Funds Balance	(0.6)
Add: Restricted Purposes Fund Balance	<u>2.7</u>
Total Operating Cash/Investments	<u>\$ 226.1</u>

Note: Cash and investments held in College of DuPage's name. For accounting purposes, cash and investments are held in the Education Fund and allocated to other funds.

May 31, 2018 Portfolio Overview: Assets by Location/Firm (\$265.5 MM total)



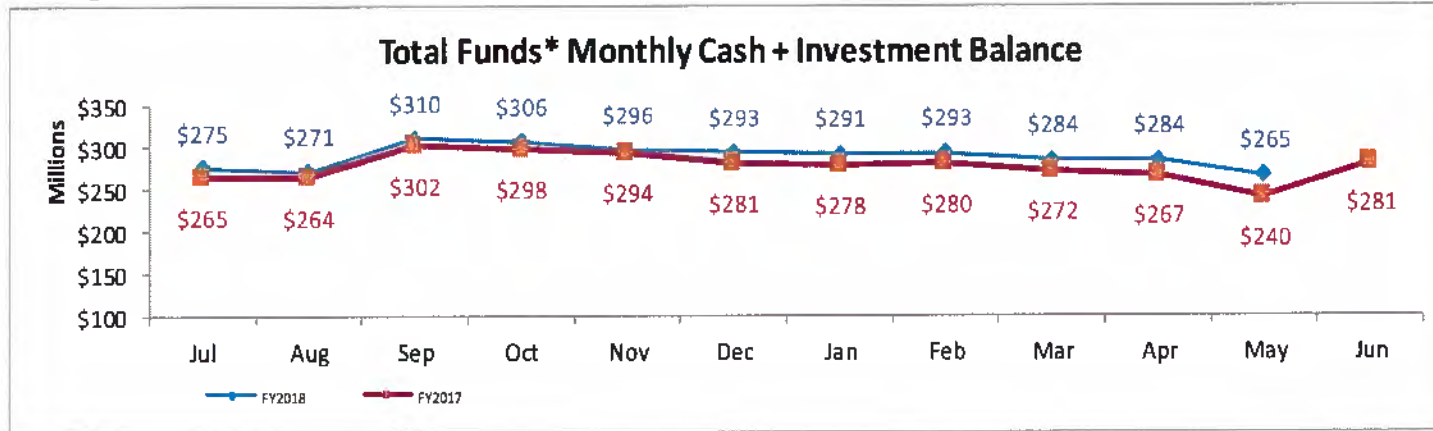
May 31, 2018 Portfolio Overview:

Assets by Investment Type (\$251.3 MM investment total)

College Of DuPage
 Investments - Compliance with Board Policy 10-55
 May 2018

10-55 Authorized Invest. Type	Holding Type	Balance	% of Total Investments	% Limitation per Policy 10-55	In Compliance? (Yes/No)
BMO Asset Management					
1, 2	Treasuries / Fed Agency Bond / Note (Non-Callable)	\$ 188,349,102	74.96%	None	Y
2	Fed Agency Bond / Note (Callable)	\$ 8,379	0.00%	25.0%	Y
3	Negotiable Interest-Bearing Certificates of Deposit	\$ 5,460,770	2.17%	30.0%	Y
4	Commercial Paper	\$ 42,987,206	17.11%	30.0%	Y
5	State and Municipal Bonds	\$ 5,507,324	2.19%	30.0%	Y
7	Operating Pool - Government Money Market Fund	\$ 6,404,848	2.55%	Unlimited	Y
7	Bond Funds Pool - Government Money Market Fund	\$ 2,560,750	1.02%	Unlimited	Y
9	U.S. Bank (IL Funds)	-	0.00%	15.0%	Y
Total Investments		\$ 251,278,378	100.0%		
Total Operating Investments Balance (Total, less BMO 2013A Bonds funds)		\$ 248,717,628			

Monthly Trends



Total Funds* FY2017 Key Revenue & Expenditure Seasonality Chart					
	Property Tax Revenue	Tuition & Fee Revenue	Salary Expense	Debt Service Expense	Cash + Investment Balance As Of
Jul 2016	\$ 2,377,179	\$ 26,484,194	\$ 4,633,246	\$ 1,732,313	\$ 264,890,187
Aug	4,147,231	15,867,458	7,085,169	-	263,677,302
Sep	41,069,688	1,823,587	13,273,176	-	301,834,447
Oct	2,716,583	850,726	9,850,554	-	298,127,349
Nov	1,267,995	12,074,085	9,751,961	4,544,128	293,796,645
Dec	1,010,966	10,724,227	9,554,577	7,027,313	280,965,489
Jan 2017	28,815	12,325,209	7,205,676	-	277,863,712
Feb	1,165,433	1,342,937	8,305,020	-	280,066,659
Mar	3,460,106	1,548,348	14,703,052	-	271,893,415
Apr	54,607	2,285,977	9,642,382	-	266,850,643
May	516,709	2,636,921	7,946,323	20,959,128	240,047,592
Jun 2017	49,416,873	451,733	9,490,872	-	281,441,611
Total FY17	\$ 107,232,185	\$ 88,415,402	\$ 111,442,006	\$ 34,262,880	\$ 281,441,611

Total Funds* FY2018 Key Revenue & Expenditure (Preliminary, Unaudited) Seasonality Chart					
	Property Tax Revenue	Tuition & Fee Revenue	Salary Expense	Debt Service Expense	Cash + Investment Balance As Of
Jul 2017	\$ 3,076,642	\$ 26,664,043	\$ 4,466,780	\$ 7,378,699	\$ 274,865,352
Aug	3,661,999	14,941,099	7,342,678	-	271,093,990
Sep	40,857,193	1,503,639	13,345,441	-	309,843,420
Oct	2,724,788	1,346,747	9,946,253	-	305,939,967
Nov	1,280,074	10,899,238	9,881,108	4,018,703	296,277,475
Dec	939,352	10,611,076	9,654,742	7,084,803	292,768,897
Jan 2018	1,047,898	11,517,274	7,107,371	-	291,386,778
Feb	1,054,753	965,486	8,352,731	-	292,621,191
Mar	2,596,868	1,559,727	14,607,236	621,055	283,930,911
Apr	305,296	2,167,402	9,649,558	-	283,545,045
May	7,405,963	2,508,607	7,998,724	20,689,918	265,496,201
Jun 2018	-	-	-	-	-
Total FY18	\$ 64,950,825	\$ 84,684,337	\$ 102,352,621	\$ 39,793,178	\$ 283,930,911

*total funds = Funds 01-07, 10

OTHER INFORMATION: 2013A BONDS

College of DuPage – 2013A Building Bonds

College of DuPage - 2013A Building Bonds

Date of Issue		5/31/2013
Original Bond Proceeds ⁽¹⁾	\$	93,455,230
Original Expense Budget		93,455,230
Expenses to Date ⁽²⁾		(91,842,763)
Total investment income to-date		951,699
Future Funds Available ⁽³⁾	\$	2,564,165

Notes:

- (1) Original bond proceeds were \$97.5 million. \$93.5 million were allocated to the construction fund and \$4.0 million were allocated to the Bond and Interest fund
- (2) The expenses to date represent actual disbursements and \$555 thousand of Issuance Costs paid at the time of the bond issuance.
- (3) Future funds available reflect original bond proceeds plus investment income less expenses to date

College of DuPage – 2013A Building Bonds Project Summary

College of Dupage

Construction Bond Proceeds Spent-to-date (Referendum #2)

(000's)

Project	Spent
Student Resource Center (SRC)	\$ 39,701
Seaton Computing Center (SCC)	6,910
McAninch Arts Center (MAC)	33,951
Physical Education Center (PE)	25,062
Site & Ground (Campus Wide)	14,140
Infrastructure (Campus Wide)	4,812
Homeland Security	16,187
Parking Improvements	8,328
Naperville Regional Center	5,796
Campus Maintenance Center	9,433
Athletic Facilities	2,076
SRC - South Lobby Glass	1,422
SRC - South Lobby Hallway	1,247
Campus Artwork	105
Campus Site Improvements	1,015
Parking West	5,555
Irrigation & Drainage	1,110
FY 14 - Site Infra Prk Improvements	3,378
FY 15 - Site Infra Prk Improvements	99
FY 17 - Site Infra Prk Improvements	225
Audio Visual System Upgrades	156
MAC 153 Room Renovation	19
HSC Cadaver Lab	488
SRC Partners Hall	51
SRC N - Door upgrade	141
	<u>\$ 181,409</u>
Less: 2011 Bonds	(90,121)
Spent to Date 2013 Bonds	\$ 91,288
Add: Issuance costs	555
2013A Building Bonds Expenses to-date	\$ 91,843

Notes:

- 1) Amounts are unaudited and based on amounts in the College's accounting system
- 2) Amounts are based on cash payments and do not include retentions

**APPENDIX:
MAY 31, 2018
BMO ASSET MANAGEMENT
PORTFOLIO SUMMARY**

College of DuPage

05/31/2018

BMO  Global Asset Management

Account Commentary

Market Review:

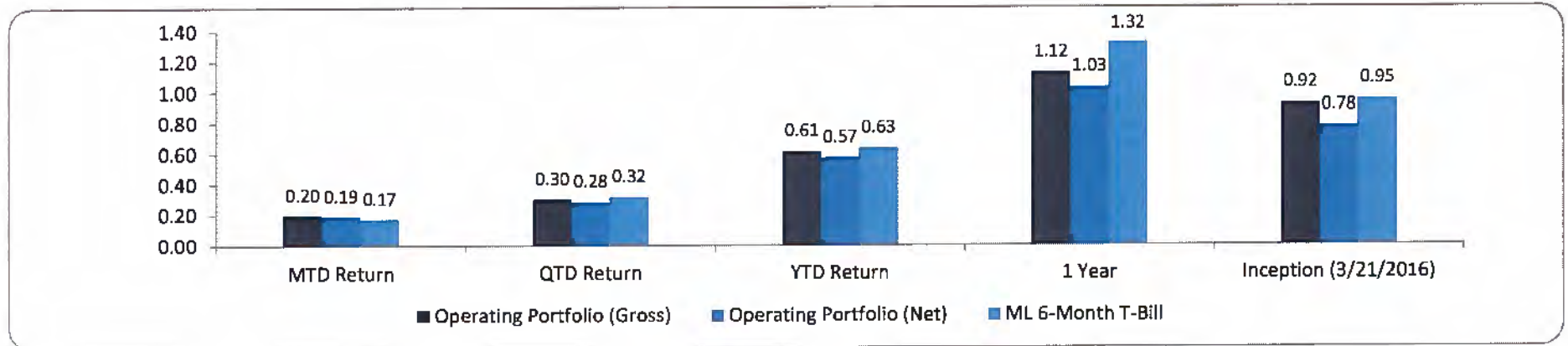
- Though there were days of significant volatility, mostly caused by exogenous circumstances, Treasury yields were somewhat static in May.
- Despite having no FOMC rate increase last month, the Treasury yield curve steepened on maturities out to 6mos, then flattened on maturities longer than 1yr.
- Strong employment data continued to buoy optimism as the overall unemployment rate in May hit a multi decade low of 3.8%.
- While inflation remains well contained, market participants are currently pricing in a 100% probability that the FOMC will raise interest rates by 0.25% at the June 13 meeting.
- The current expectation is that the Fed will raise interest rate at least two more times in 2018. The odds of a third rate hike had risen, but reversed course after the introduction of trade tariffs.

Portfolio Commentary:

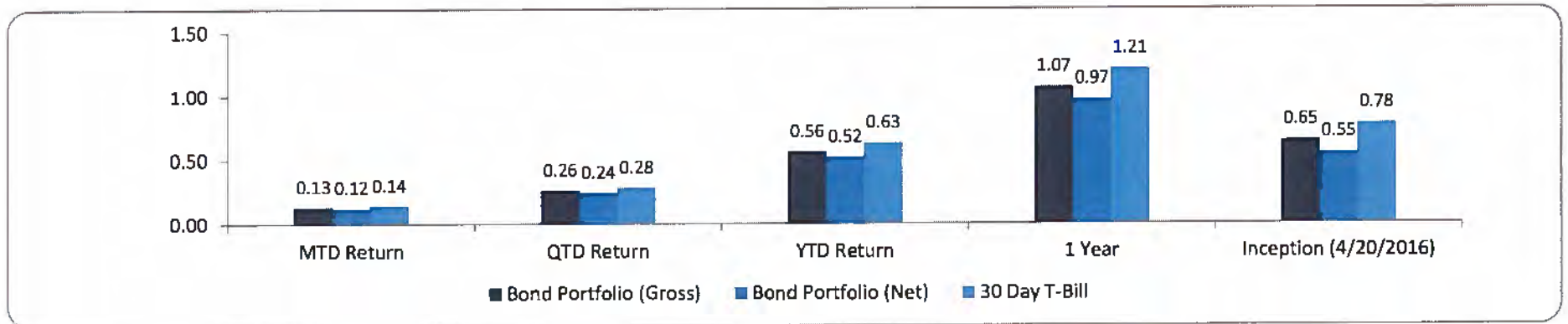
- Floating rate securities continued their positive run as spreads tightened in May.
- Cash was laddered to provide appropriate liquidity for a late-month withdrawal.
- In the wake of an updated investment policy, the first certificates of deposit were purchased. Two were fixed-rate and one was a floating rate security. The CD levels were +35-40bps over US Government debt and +15-20bps above qualifying commercial paper.
- As discussed previously, the portfolio executed some longer-dated buying of securities.
- The portfolio duration extended from 0.34yrs to 0.45yrs.
- The percentage of securities maturing in 1.5 – 3yrs increased from 12.3% to 16.6%.

College of DuPage Performance Summary

Operating Funds



Bond Funds



Source: BondEdge Solutions

Past performance is not indicative of future results

The opinions expressed here reflect our judgement at this date and are subject to change

Custody Statement Reconciliation

College of DuPage

Operating Account Market Value Reconciliation - 5/1/18 through 5/31/18

Beginning Value	\$ 266,540,183.20
Total Income	\$ 458,958.88
Total Disbursements	\$ (18,000,000.00)
Total Sales	\$ 2,769.55
Cash Transfers	\$ 120,571.63
Other Non-Cash Transactions	\$ 102.57
Change In Accrued Income	\$ 63,144.30
Market Appreciation/Depreciation	\$ 6,779.24
Ending Value	<u>\$ 249,192,509.37</u>

GO Bond Series Account Market Value Reconciliation - 5/1/18 through 5/31/18

Beginning Value	\$ 2,691,641.96
Total Income	\$ 3,378.79
Total Disbursements	\$ -
Total Sales	\$ -
Cash Transfers	\$ (120,571.63)
Change In Accrued Income	\$ 36.26
Market Appreciation/Depreciation	\$ -
Ending Value	<u>\$ 2,574,485.38</u>

Summary

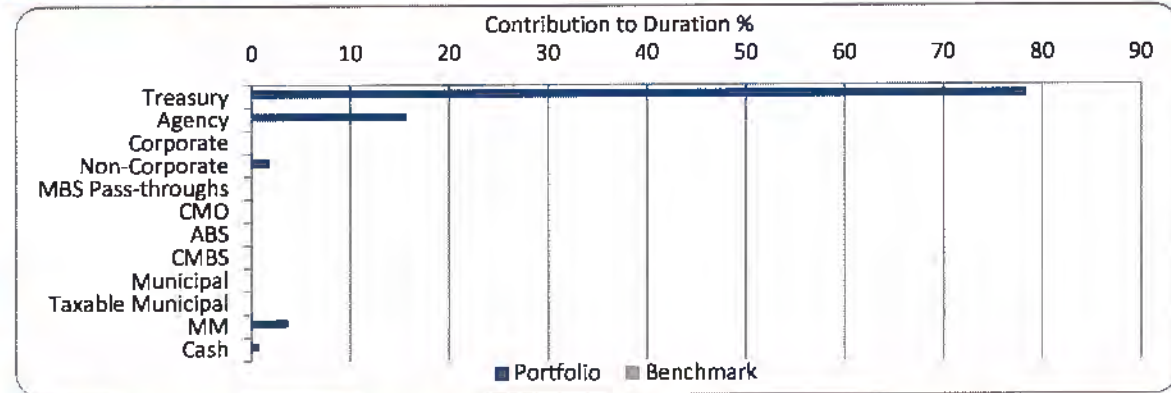
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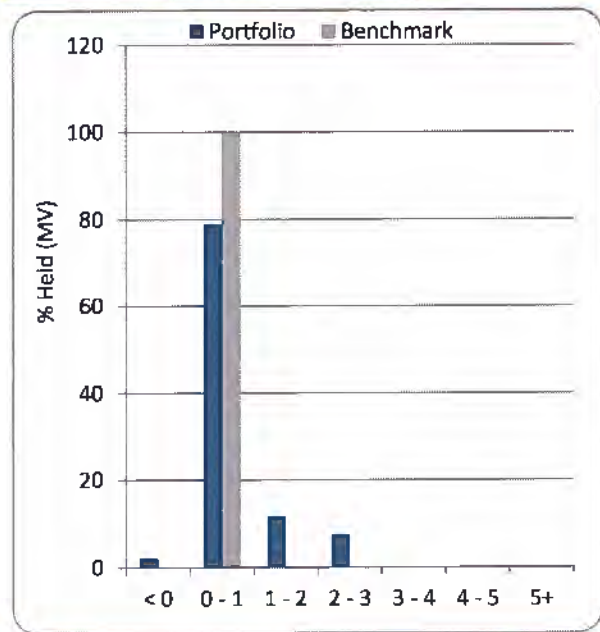
Fundamentals Portfolio Benchmark

Port Mkt Val (000)	251,739	
YTW	1.89	2.08
Coupon	1.17	0.00
Maturity (Yrs)	0.74	0.50
Quality	Aaa	Aaa
Eff Dur	0.445	0.507

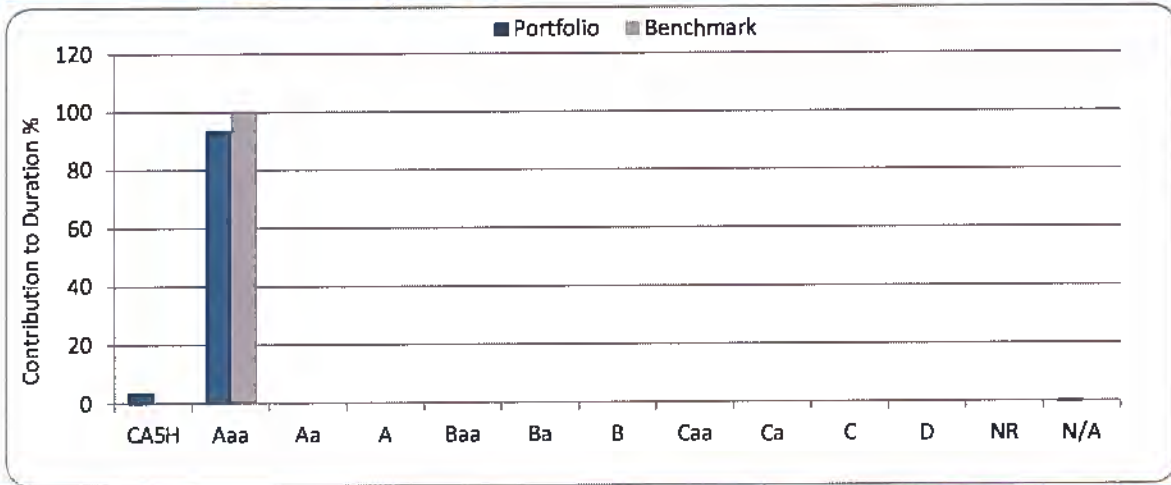
Contribution to Duration by Sector



Effective Duration Allocation



Contribution to Duration by Quality

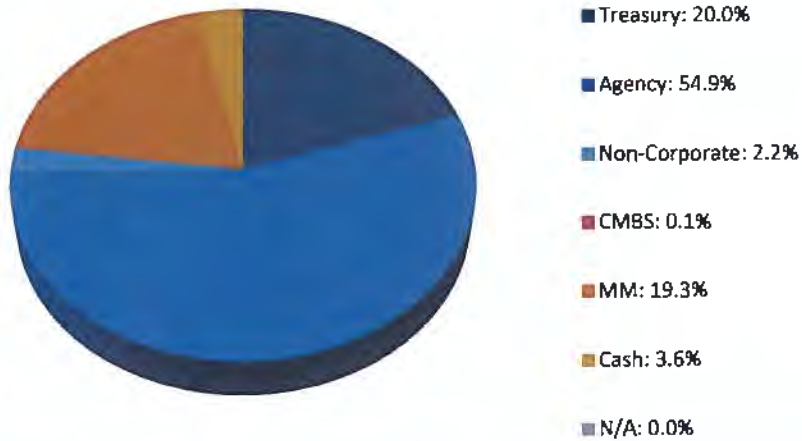


Sector & Quality Allocations

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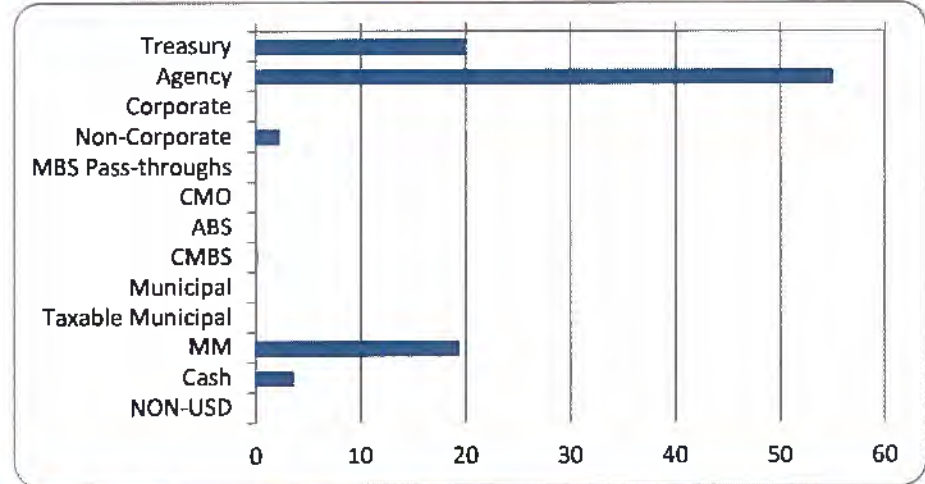
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Sector Allocation



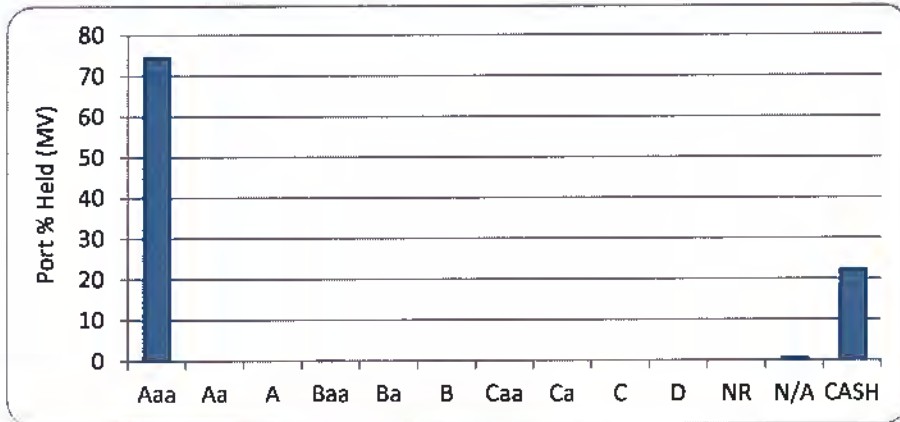
Sector Difference Relative to Benchmark (% MV Held)

Benchmark: 180 DAY T-BILL INDEX (180DY)



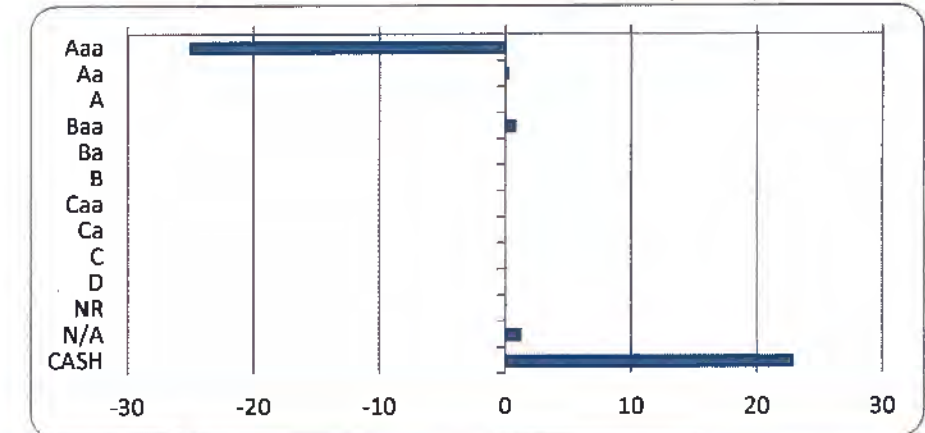
Quality Allocation

Quality Rating: Aaa



Quality Difference Relative to Benchmark (% MV Held)

Benchmark: 180 DAY T-BILL INDEX (180DY)



Standard Holdings

05/31/2018

Sector 1	Par (000)	Issuer Name	Mdys	Coupon (%)	Maturity	Mkt Value (\$)	% Held (MV)	Avg Life	Eff Dur
CASH	8,966		Aaa	1.61	Avg Life=0.1	8,966,000	3.56	0.083	0.080
	2,571	CASH & EQUIVALENTS	Aaa	1.61	6/30/2018	2,571,000	1.02	0.083	0.080
	6,395	CASH & EQUIVALENTS	Aaa	1.61	6/30/2018	6,395,000	2.54	0.083	0.080
TSY	50,675		Aaa	1.62	Avg Life=1.8	50,209,949	19.95	1.804	1.745
	1,000	UNITED STATES TREAS NTS	TSY	1.38	7/31/2018	1,003,838	0.40	0.167	0.164
	1,775	UNITED STATES TREAS NTS	TSY	1.38	9/30/2018	1,775,464	0.71	0.333	0.327
	2,000	UNITED STATES TREAS NTS	TSY	1.38	11/30/2018	1,992,860	0.79	0.500	0.490
	2,500	UNITED STATES TREAS NTS	TSY	1.25	12/31/2018	2,500,285	0.99	0.583	0.571
	250	UNITED STATES TREAS NTS	TSY	1.50	12/31/2018	250,632	0.10	0.583	0.571
	650	UNITED STATES TREAS NTS	TSY	1.63	3/31/2019	648,523	0.26	0.833	0.816
	2,000	UNITED STATES TREAS NTS	TSY	1.63	7/31/2019	1,995,313	0.79	1.167	1.141
	2,000	UNITED STATES TREAS NTS	TSY	1.50	11/30/2019	1,974,600	0.78	1.500	1.472
	2,000	UNITED STATES TREAS NTS	TSY	1.38	12/15/2019	1,983,017	0.79	1.583	1.503
	2,000	UNITED STATES TREAS NTS	TSY	1.38	1/31/2020	1,976,896	0.79	1.667	1.630
	2,000	UNITED STATES TREAS NTS	TSY	1.25	1/31/2020	1,971,927	0.78	1.667	1.632
	2,000	UNITED STATES TREAS NTS	TSY	1.38	2/15/2020	1,974,297	0.78	1.750	1.671
	1,000	UNITED STATES TREAS NTS	TSY	1.63	3/15/2020	990,040	0.39	1.833	1.746
	1,000	UNITED STATES TREAS NTS	TSY	1.38	3/31/2020	984,152	0.39	1.833	1.792
	2,000	UNITED STATES TREAS NTS	TSY	1.50	4/15/2020	1,970,871	0.78	1.917	1.831
	3,500	UNITED STATES TREAS NTS	TSY	1.38	4/30/2020	3,437,204	1.37	1.917	1.874
	1,000	UNITED STATES TREAS NTS	TSY	1.50	5/15/2020	983,442	0.39	2.000	1.912
	3,000	UNITED STATES TREAS NTS	TSY	1.50	5/31/2020	2,946,750	1.17	2.000	1.956
	1,500	UNITED STATES TREAS NTS	TSY	1.88	6/30/2020	1,495,292	0.59	2.083	2.013
	1,000	UNITED STATES TREAS NTS	TSY	2.00	7/31/2020	997,390	0.40	2.167	2.095
	1,000	UNITED STATES TREAS NTS	TSY	1.63	7/31/2020	988,317	0.39	2.167	2.103
	1,500	UNITED STATES TREAS NTS	TSY	1.50	8/15/2020	1,476,211	0.59	2.250	2.147
	1,000	UNITED STATES TREAS NTS	TSY	2.13	8/31/2020	998,142	0.40	2.250	2.176
	1,500	UNITED STATES TREAS NTS	TSY	2.00	9/30/2020	1,489,295	0.59	2.333	2.260
	1,000	UNITED STATES TREAS NTS	TSY	1.75	10/31/2020	984,464	0.39	2.417	2.350
	2,000	UNITED STATES TREAS NTS	TSY	2.63	11/15/2020	2,008,843	0.80	2.500	2.371

Sector 1	Par (000)	Issuer Name	Mdys	Coupon (%)	Maturity	Mkt Value (\$)	% Held (MV)	Avg Life	Eff Dur
	1,500	UNITED STATES TREAS NTS	TSY	2.00	11/30/2020	1,482,480	0.59	2.500	2.426
	2,000	UNITED STATES TREAS NTS	TSY	2.38	12/31/2020	2,013,914	0.80	2.583	2.473
	1,000	UNITED STATES TREAS NTS	TSY	2.13	1/31/2021	997,224	0.40	2.667	2.566
	2,000	UNITED STATES TREAS NTS	TSY	2.00	2/28/2021	1,983,120	0.79	2.750	2.647
	2,000	UNITED STATES TREAS NTS	TSY	1.25	3/31/2021	1,935,147	0.77	2.833	2.758
AGY	138,147		Aaa	1.23	Avg Life=0.6	138,186,524	54.89	0.645	0.126
	2,000	FEDERAL HOME LOAN BANKS	AGY	1.78	6/12/2018	2,001,857	0.80	0.033	0.032
	10,000	FHLB DISC NT	AGY	0.00	6/13/2018	9,994,000	3.97	0.036	0.035
	1,000	FHLB DISC NT	AGY	0.00	6/14/2018	999,350	0.40	0.038	0.038
	18,950	FHLB DISC NT	AGY	0.00	6/15/2018	18,936,735	7.52	0.041	0.040
	5,000	FHLB DISC NT	AGY	0.00	6/20/2018	4,995,250	1.98	0.055	0.054
	3,250	FHLB DISC NT	AGY	0.00	7/18/2018	3,242,103	1.29	0.132	0.129
	3,937	FHLB DISC NT	AGY	0.00	7/20/2018	3,927,039	1.56	0.137	0.134
	1,500	FEDERAL FARM CR BKS	AGY	1.88	7/20/2018	1,501,013	0.60	0.167	0.053
	2,000	FHLB DISC NT	AGY	0.00	7/24/2018	1,994,520	0.79	0.148	0.145
	2,500	FHLB DISC NT	AGY	0.00	7/25/2018	2,493,025	0.99	0.151	0.147
	1,150	FEDERAL FARM CR BKS	AGY	2.05	8/1/2018	1,152,502	0.46	0.167	0.001
	1,500	FEDERAL HOME LOAN BANKS	AGY	1.75	8/2/2018	1,501,994	0.60	0.167	0.003
	1,000	FEDERAL HOME LOAN BANKS	AGY	1.98	9/14/2018	1,005,013	0.40	0.250	0.035
	2,000	FEDERAL HOME LOAN BANKS	AGY	1.85	9/26/2018	2,000,473	0.79	0.333	0.067
	2,000	FEDERAL FARM CR BKS	AGY	2.04	9/28/2018	2,007,415	0.80	0.333	0.072
	1,000	FEDERAL FARM CR BKS	AGY	2.00	10/3/2018	1,002,358	0.40	0.333	0.004
	1,000	FEDERAL HOME LOAN BANKS	AGY	1.80	10/10/2018	1,000,989	0.40	0.333	0.023
	1,300	FEDERAL NATL MTG ASSN	AGY	1.13	10/19/2018	1,297,195	0.52	0.417	0.378
	1,000	FEDERAL HOME LOAN BANKS 1.40	Aaa	1.90	11/7/2018	1,002,457	0.40	0.417	0.008
	1,000	FEDERAL HOME LOAN BANKS	AGY	1.83	11/8/2018	1,001,331	0.40	0.417	0.016
	1,750	FEDERAL HOME LOAN BANKS	AGY	1.88	11/23/2018	1,750,942	0.70	0.500	0.057
	1,000	FEDERAL FARM CREDIT BANKS 1.	Aaa	1.90	12/5/2018	1,005,052	0.40	0.500	0.007
	1,500	FEDERAL FARM CR BKS	AGY	1.89	12/20/2018	1,501,258	0.60	0.583	0.048
	2,500	FEDERAL HOME LOAN BANKS	AGY	1.85	12/21/2018	2,501,283	0.99	0.583	0.050
	1,000	FEDERAL HOME LOAN BANKS	AGY	1.84	1/11/2019	1,001,061	0.40	0.583	0.022
	2,500	FEDERAL FARM CR BKS	AGY	1.91	1/23/2019	2,502,387	0.99	0.667	0.055
	2,000	FEDERAL HOME LOAN BANKS	AGY	1.85	1/25/2019	2,000,255	0.79	0.667	0.062
	1,105	FEDERAL NATL MTG ASSN	AGY	1.38	1/28/2019	1,104,379	0.44	0.667	0.647

Sector 1	Par (000)	Issuer Name	Mdys	Coupon (%)	Maturity	Mkt Value (\$)	% Held (MV)	Avg Life	Eff Dur
	1,500	FEDERAL FARM CR BKS	AGY	2.23	2/25/2019	1,504,982	0.60	0.750	0.060
	1,300	FEDERAL NATL MTG ASSN	AGY	1.00	2/26/2019	1,291,588	0.51	0.750	0.727
	1,000	FEDERAL HOME LOAN BANKS	AGY	1.84	3/14/2019	1,000,988	0.40	0.750	0.028
	1,500	FEDERAL FARM CR BKS	AGY	2.07	3/15/2019	1,504,364	0.60	0.833	0.032
	2,500	FEDERAL HOME LOAN BANKS	AGY	1.87	3/20/2019	2,501,702	0.99	0.833	0.044
	2,065	FEDERAL FARM CR BKS	AGY	1.85	4/3/2019	2,068,651	0.82	0.833	-0.003
	1,000	FEDERAL HOME LOAN BANKS	AGY	1.99	4/9/2019	1,002,915	0.40	0.833	0.092
	1,000	FEDERAL FARM CREDIT BANKS 1.	Aaa	1.65	4/10/2019	1,005,753	0.40	0.833	0.092
	1,500	FEDERAL FARM CREDIT BANKS 1.	Aaa	1.70	4/15/2019	1,502,868	0.60	0.917	0.107
	1,500	FEDERAL HOME LOAN BANKS	AGY	1.84	4/22/2019	1,500,434	0.60	0.917	0.048
	2,005	FEDERAL FARM CR BKS	AGY	1.93	4/24/2019	2,006,914	0.80	0.917	0.054
	1,500	FEDERAL FARM CREDIT BANKS .9	Aaa	1.71	4/24/2019	1,502,231	0.60	0.917	0.132
	1,000	FEDERAL FARM CREDIT BANKS .9	Aaa	1.69	4/25/2019	999,862	0.40	0.917	0.051
	1,500	FEDERAL FARM CR BKS	AGY	1.89	5/30/2019	1,499,899	0.60	1.000	0.068
	2,000	FEDERAL HOME LOAN BANKS	AGY	1.63	6/14/2019	2,002,716	0.80	1.000	1.014
	2,000	FEDERAL FARM CR BKS	AGY	2.14	6/20/2019	2,007,066	0.80	1.083	0.042
	1,500	FEDERAL HOME LOAN BANKS	AGY	1.86	6/21/2019	1,501,134	0.60	1.083	0.043
	2,000	FEDERAL FARM CREDIT BANKS 1.	Aaa	1.67	6/27/2019	2,012,401	0.80	1.083	0.055
	3,300	FEDERAL HOME LOAN BANKS	AGY	2.16	7/5/2019	3,314,511	1.32	1.083	0.080
	1,500	FEDERAL HOME LOAN BANKS	AGY	1.88	7/26/2019	1,499,866	0.60	1.167	0.054
	2,000	FEDERAL HOME LOAN BANKS	AGY	1.83	8/12/2019	2,001,130	0.79	1.167	0.015
	785	FEDERAL FARM CR BKS	AGY	2.14	8/19/2019	788,542	0.31	1.250	0.038
	2,000	FEDERAL HOME LOAN BANKS	AGY	1.87	8/22/2019	2,000,316	0.79	1.250	0.042
	1,500	FEDERAL HOME LOAN BANKS	AGY	1.91	8/28/2019	1,500,464	0.60	1.250	0.059
	2,000	FEDERAL FARM CREDIT BANKS 1.	Aaa	1.67	9/13/2019	2,002,449	0.80	1.250	0.012
	2,000	FEDERAL FARM CR BKS	AGY	1.88	9/23/2019	2,000,096	0.79	1.333	0.044
	3,500	FEDERAL FARM CR BKS	AGY	2.15	10/24/2019	3,514,270	1.40	1.417	0.050
	1,500	FEDERAL FARM CREDIT BANKS 1.	AGY	1.68	11/4/2019	1,498,245	0.60	1.417	-0.016
	1,500	FEDERAL HOME LOAN BANKS	AGY	1.84	11/13/2019	1,500,464	0.60	1.417	0.014
	1,500	FEDERAL FARM CR BKS	AGY	1.81	12/2/2019	1,501,121	0.60	1.500	-0.017
	1,000	FEDERAL FARM CR BKS	AGY	1.91	12/30/2019	999,583	0.40	1.583	0.059
	2,000	FEDERAL HOME LOAN BANKS	AGY	1.90	1/23/2020	2,000,203	0.79	1.667	0.040
	1,750	FEDERAL HOME LOAN BANKS	AGY	1.90	1/28/2020	1,748,845	0.69	1.667	0.058
	2,000	FEDERAL FARM CR BKS	AGY	2.00	2/21/2020	2,004,050	0.80	1.750	0.035

Sector 1	Par (000)	Issuer Name	Mdys	Coupon (%)	Maturity	Mkt Value (\$)	% Held (MV)	Avg Life	Eff Dur
	1,000	FEDERAL NATL MTG ASSN	AGY	1.50	2/28/2020	988,350	0.39	1.750	1.704
	2,500	FEDERAL HOME LOAN BANKS	AGY	1.75	6/12/2020	2,484,313	0.99	2.000	1.967
OGVT	5,505		A3	2.56	Avg Life=0.4	5,566,361	2.21	0.361	0.352
	1,980	NEW JERSEY ECONOMIC DEV AUT	Baa1	2.42	6/15/2018	2,001,648	0.80	0.042	0.040
	1,000	LOS ANGELES CNTY CALIF REDE	N/A	2.06	8/1/2018	1,006,627	0.40	0.167	0.166
	2,000	INDUSTRY CALIF PUB FACS AUT	N/A	3.04	1/1/2019	2,030,045	0.81	0.583	0.568
	525	FLORIDA ST BRD ADMIN FIN CO	Aa3	2.16	7/1/2019	528,041	0.21	1.083	1.055
CMO	8		Aaa	4.50	Avg Life=0.3	8,058	0.00	0.250	0.280
	8	FHLMC 4459- NB	AGY	4.50	1/15/2020	8,058	0.00	0.250	0.280
CMBS	283		Aaa	1.97	Avg Life=0.8	282,924	0.11	0.791	0.296
	1	FNMA 2015-M3- FA	AGY	2.04	6/25/2018	1,000	0.00	0.083	0.132
	9	FNMA 2015-M4- FA	AGY	2.03	9/25/2018	9,004	0.00	0.167	0.131
	16	FNMA 2015-M08- FA	AGY	1.99	11/25/2018	16,019	0.01	0.250	0.131
	25	FNMA 2015-M15- ASQ2	AGY	1.90	1/25/2019	24,954	0.01	0.333	0.390
	83	FNMA 2015-M13- ASQ2	AGY	1.65	9/25/2019	82,640	0.03	0.583	0.628
	149	FNMA 2015-M12- FA	AGY	2.16	4/25/2020	149,307	0.06	1.083	0.125
MM	48,600		A-1+	0.24	Avg Life=0.1	48,518,819	19.27	0.093	0.086
	1,960	WESTPAC BKG CORP NY BRH INST	A-1+	2.12	6/1/2018	1,960,020	0.78	0.003	0.004
	1,750	COCA COLA CO	A-1	0.00	6/4/2018	1,749,668	0.70	0.011	0.011
	2,500	EXXON CORP	A-1+	0.00	6/4/2018	2,499,525	0.99	0.011	0.011
	2,500	WALMART INC	A-1+	0.00	6/4/2018	2,499,525	0.99	0.011	0.011
	1,000	APPLE INC	A-1+	0.00	6/7/2018	999,660	0.40	0.019	0.019
	2,500	COLGATE PALMOLIVE CO	A-1+	0.00	6/8/2018	2,499,025	0.99	0.022	0.021
	2,300	WALMART INC	A-1+	0.00	6/11/2018	2,298,758	0.91	0.030	0.030
	5,000	PROCTER AND GAMBLE CO	A-1+	0.00	6/12/2018	4,997,050	1.99	0.033	0.032
	2,500	WALMART INC	A-1+	0.00	6/13/2018	2,498,375	0.99	0.036	0.035
	2,500	WALMART INC	A-1+	0.00	6/19/2018	2,497,575	0.99	0.052	0.051
	2,000	TORONTO DOMINION BK N Y BRH	A-1+	2.18	6/20/2018	2,001,693	0.80	0.055	0.054
	2,000	PROCTER AND GAMBLE CO	A-1+	0.00	6/22/2018	1,997,800	0.79	0.060	0.059
	5,000	EXXON CORP	A-1+	0.00	6/22/2018	4,994,550	1.98	0.060	0.059
	1,500	APPLE INC	A-1+	0.00	7/11/2018	1,496,850	0.59	0.112	0.110
	2,000	COCA COLA CO	A-1	0.00	7/16/2018	1,995,140	0.79	0.126	0.123
	2,500	PROCTER AND GAMBLE CO	A-1+	0.00	7/24/2018	2,492,875	0.99	0.148	0.145

Sector 1	Par (000)	Issuer Name	Mdys	Coupon (%)	Maturity	Mkt Value (\$)	% Held (MV)	Avg Life	Eff Dur
	1,590	APPLE INC	A-1+	0.00	8/6/2018	1,584,308	0.63	0.184	0.180
	1,000	COCA COLA CO	A-1	0.00	8/6/2018	996,350	0.40	0.184	0.180
	1,500	SVENSKA HANDELSBANKEN AB	A-1+	2.17	8/24/2018	1,501,023	0.60	0.233	0.062
	2,500	APPLE INC	A-1+	0.00	9/18/2018	2,483,375	0.99	0.301	0.294
	1,000	COCA COLA CO	A-1	0.00	9/25/2018	992,580	0.39	0.321	0.313
	1,500	APPLE INC	A-1+	0.00	11/19/2018	1,483,095	0.59	0.471	0.460
Total:	252,184		Aaa	1.17	Avg Life=0.7	251,738,636	100.00	0.744	0.445

Standard Holdings

Sector 1	Par (000)	Quality	Coupon (%)	Mkt Value (\$)	% Held (MV)	YTW (%)	Eff Dur
CASH	8,966	Aaa	1.61	8,966,000	3.56	1.61	0.08
TSY	50,675	Aaa	1.62	50,209,949	19.95	2.36	1.75
AGY	138,147	Aaa	1.23	138,186,524	54.89	1.87	0.13
OGVT	5,505	A3	2.56	5,566,361	2.21	2.59	0.35
CMO	8	Aaa	4.50	8,058	0.00	2.35	0.28
CMBS	283	Aaa	1.97	282,924	0.11	2.27	0.30
MM	48,600	N/A	0.24	48,518,819	19.27	1.41	0.09
Total:	252,184	Aaa	1.17	251,738,636	100.00	1.89	0.45

Terms

Par = Face value of Bond

Quality = Rating from Moody's

Coupon = The security coupon rate or the weighted average coupon of the bonds in a portfolio

Mkt Value (\$) = Market Value

% Held (MV) = Percent weight of the sector in the portfolio based on market value

YTW = the lowest potential yield that can be received on a bond without the issuer actually defaulting.

Eff Duration = Effective Duration - An option-adjusted measure of a bond's (or portfolio's) sensitivity to changes in interest rates

Sector Abbreviations

Cash = Cash invested in Money Market Fund

TSY = Treasury Securities

AGY = Agency Securities

OGVT = Longer Dated Municipal Securities

CMBS = Commercial Mortgage Backed Security

CMO = Collateralized Mortgage Obligation

MUNI = Short Dated Municipal Securities

MM = includes commercial paper

College of DuPage

5/31/2018

Average Life	Market Value	% of Total
0 - 6 mo	\$ 176,989,741	58.9%
6 mo - 1 yr	\$ 32,436,367	14.5%
1 yr - 2 yrs	\$ 48,395,393	21.1%
2 yrs - 3 yrs	\$ 16,342,356	5.5%
Total	\$ 274,163,857	100.0%

Note:

Securities with average life of 6 months are in the 6 mo - 1 yr category.

Securities with average life of 1 year are in the 1 - 2 yr category.

Securities with average life of 2 year are in the 2 - 3 yr category.

Percent Ownership of Gov't Money Market Fund

As of 5/31/2018 0.35%

Disclosure

The purpose and nature of this piece is informational and educational. The analysis and views expressed in this proposal reflect personal views about the subject and not related to any specific security recommendations. The information and statistics in this report have been obtained from sources we believe are reliable but we do not warrant their accuracy or completeness. We do not undertake to advise the reader as to changes of our views in the future. This is not a solicitation of an order to buy or sell any securities. Past performance is no guarantee of future results.

Certain of the statements contained herein are statements of future expectations and other forward-looking statements that are based on management's current views and assumptions and involve known and unknown risks and uncertainties that could cause actual results, performance or events to differ materially from those expressed or implied in such statements. We do not undertake to advise the reader as to changes of our views in the future. Actual results, performance or events may differ materially from those in such statements due to, without limitation, (1) general economic conditions, (2) performance of financial markets, (3) interest rate levels.

BMO Asset Management Corp. is a non-custody investment adviser. Comparison of account statements from the qualified custodian to those from the adviser is recommended. Please refer to the statement of assets of your qualified custodian as your official book and record.

This is not intended to serve as a complete analysis of every material fact regarding any company, industry or security. The opinions expressed here reflect our judgment at this date and are subject to change. Information has been obtained from sources we consider to be reliable, but we cannot guarantee the accuracy. This publication is prepared for general information only. This material does not constitute investment advice and is not intended as an endorsement of any specific investment. It does not have regard to the specific investment objectives, financial situation and the particular needs of any specific person who may receive this report. Investors should seek advice regarding the appropriateness of investing in any securities or investment strategies discussed or recommended in this report and should understand that statements regarding future prospects may not be realized. Investment involves risk. Market conditions and trends will fluctuate. The value of an investment as well as income associated with investments may rise or fall. Accordingly, investors may receive back less than originally invested. Investments cannot be made in an index. Past performance is not necessarily a guide to future performance.

BMO Global Asset Management is the brand name for various affiliated entities of BMO Financial Group that provide trust, custody, securities lending, investment management, and retirement plan services. Certain of the products and services offered under the brand name BMO Global Asset Management are designed specifically for various categories of investors in a number of different countries and regions. Products and services are only offered to such investors in those countries and regions in accordance with applicable laws and regulations. BMO Financial Group is a service mark of Bank of Montreal (BMO).

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COLLEGE OF DUPAGE
FISCAL YEAR 2018 GENERAL FUND BUDGET AND EXPENDITURES by DIVISION
May 31, 2018
As of May 31, 2018, 24 of 26 Payrolls have occurred (92.3%)

b.

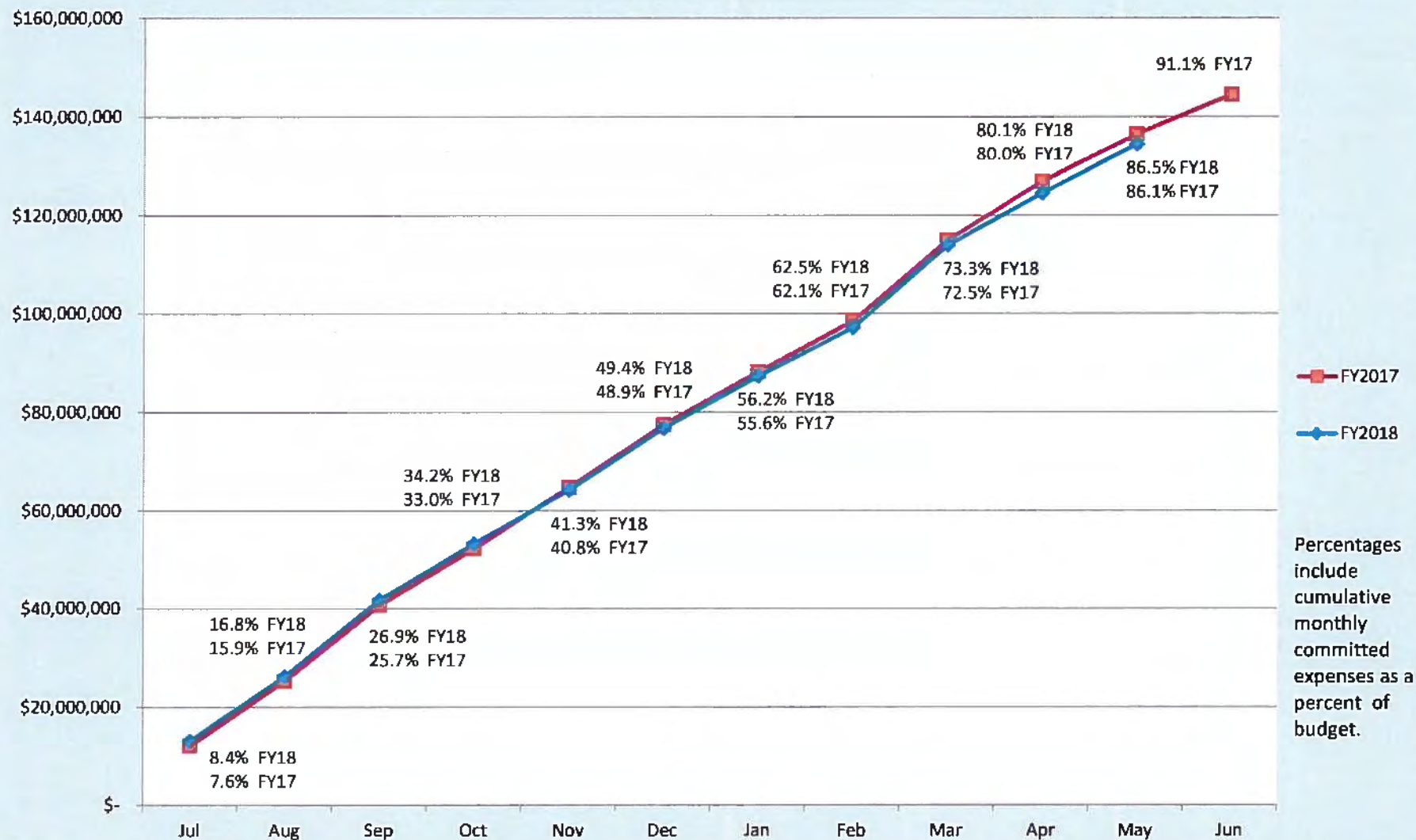
DIVISION	EXPENDITURES (1)		FUTURE COMMITMENTS	TOTAL COMMITTED	UNCOMMITTED BALANCE	% OF BUDGET COMMITTED
	ANNUAL BUDGET	YEAR TO DATE				
EDUCATION FUND						
President	\$ 909,944	\$ 775,921	\$ 520	\$ 776,441	\$ 133,503	85.33%
Board of Trustees						
Board of Trustees Administration	79,816	30,059	-	30,059	49,757	37.66%
Office of General Counsel	393,418	273,784	985	274,769	118,649	69.84%
Board of Trustees Total	473,234	303,843	985	304,828	168,406	64.41%
Legislative Relations	332,842	229,450	-	229,450	103,392	68.94%
Academic Affairs						
Academic Affairs Administration	11,282,580	8,614,214	164,513	8,778,727	2,503,853	77.81%
Business & Technology	11,618,283	10,704,539	172,599	10,877,138	741,145	93.62%
Arts, Communication & Hospitality	12,629,669	11,473,269	161,923	11,635,192	994,477	92.13%
Biology & Health Sciences	14,226,217	12,764,313	180,034	12,944,347	1,281,870	90.99%
Liberal Arts	11,753,048	10,801,073	341	10,801,414	951,634	91.90%
Social/Behavioral Sciences	9,105,141	8,334,979	15,887	8,350,866	754,275	91.72%
Library	4,963,958	4,768,674	10,425	4,779,099	184,859	96.28%
Math & Natural Sciences	10,549,310	9,323,148	55,092	9,378,240	1,171,070	88.90%
Continuing Education	2,683,685	2,261,578	30,604	2,292,182	391,503	85.41%
Academic Affairs Total	88,811,891	79,045,787	791,418	79,837,205	8,974,686	89.89%
Student Affairs	15,844,667	12,505,575	170,662	12,676,237	3,168,430	80.00%
Advancement						
Development & Foundation	1,278,874	884,372	8,652	893,024	385,850	69.83%
Marketing & Communication	4,290,995	3,235,836	565,707	3,801,543	489,452	88.59%
Advancement Total	5,569,869	4,120,208	574,359	4,694,567	875,302	84.29%
Information Technology	14,151,417	11,029,986	621,284	11,651,270	2,500,147	82.33%
Planning & Inst. Effectiveness	873,018	569,493	1,462	570,955	302,063	65.40%
Administrative Affairs						
Administrative Affairs Admin.	355,422	325,859	266	326,125	29,297	91.76%
Business Affairs	2,093,452	1,877,349	135,734	2,013,083	80,369	96.16%
Police	2,254,051	2,031,336	14,506	2,045,842	208,209	90.76%
Financial Affairs	3,998,286	3,351,555	48,554	3,400,109	598,177	85.04%
Risk Management	363,863	303,728	8,513	312,241	51,622	85.81%
General Institutional	11,109,621	8,574,205	66,009	8,640,214	2,469,407	77.77%
Budget Office	172,175	144,793	-	144,793	27,382	84.10%
Administrative Affairs Total	20,346,870	16,608,825	273,582	16,882,407	3,464,463	82.97%
Facilities	4,193,741	3,243,907	265,471	3,509,378	684,363	83.68%
Human Resources	2,769,528	2,193,016	146,818	2,339,834	429,694	84.48%
Public Relations	1,151,322	924,638	7,900	932,538	218,784	81.00%
Total Education Fund:	\$ 155,428,343	\$ 131,550,649	\$ 2,854,461	\$ 134,405,110	\$ 21,023,233	86.47%
OPERATIONS & MAINTENANCE FUND						
Facilities	\$ 14,781,336	\$ 9,335,287	\$ 1,337,427	\$ 10,672,714	\$ 4,108,622	72.20%
General Institutional	539,000	477,544	-	477,544	61,456	88.60%
Total Operations & Maintenance Fund:	\$ 15,320,336	\$ 9,812,831	\$ 1,337,427	\$ 11,150,258	\$ 4,170,078	72.78%
Total General Fund	\$ 170,748,679	\$ 141,363,480	\$ 4,191,888	\$ 145,555,368	\$ 25,193,311	85.25%

NOTES:

(1) The expenditures are based on unaudited numbers from the general ledger.

b.

College of DuPage FY2017 & FY2018 Education Fund Committed Expenditures FY2018 May



COLLEGE OF DUPAGE
Operating Cash Available to Pay Annual Operating Expenses
as of May 31, 2018

c.

Net % of Operating Cash/Investments Available to Pay Operating Expenses

	<u>Without Restrictions</u>	<u>Net of Board Approved Fund Balance Restrictions</u>
Total Operating Cash/Investments	\$ 226,070,070	\$ 226,070,070
Current Fund Balance Restrictions		
Information Technology Plan	-	(5,000,000)
Retiree OPEB Liability	-	(12,000,000)
Recapitalization Plan	-	(52,900,000)
Draft Capital Investment Projects	-	(54,300,000)
Current Fund Balance Restrictions	-	(124,200,000)
Net Operating Cash/Investments	226,070,070	101,870,070
FY2017 General Fund Expenditures *	157,224,775	157,224,775
Net % Of Operating Cash/Investments Available To Pay Annual Operating Expenses	143.8%	64.8%

* - Includes \$156.0 million of expenditures, plus \$1.2 million of transfers out.

College of DuPage
Community College District No. 502
BUDGETARY POSITION ADDITIONS
MAY 2018

The following positions have been added after the adoption of the FY2018 Budget. Resources from current-year vacancies will be applied to cover the costs of these positions.

	Position Title	Position FTE	Position Salary Budget
1)	Administrative Assistant IV, Student Life This position will support the Student Life Office as well as the 100+ club advisors and 270+ club officers. Posting and hiring this position early will allow the office time to train the new hire appropriately and alleviate the extended workload that they experience at the start of the school year.	1.00	\$40,000
2)	Academic Athletic Eligibility and Student Records Coordinator This position is responsible for reviewing student-athletes for eligibility for participation in intercollegiate sports according to NJCAA regulations, and ensuring that the College is fully compliant with those regulations.	1.00	\$60,000



**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

BOARD INFORMATION

1. **SUBJECT**

Grants and Gifts Status Report.

2. **REASON FOR CONSIDERATION**

The Board is provided with a monthly update of grants and gifts.

3. **BACKGROUND INFORMATION**

The attachment reports the current status of operational public and private grants to the College of DuPage and the College of DuPage Foundation, and status of cash donations and in-kind gifts to the College of DuPage Foundation.

Staff Contact: Karen M. Kuhn, M.S., CFRE
Assistant Vice President, Institutional Advancement

Barbara S. Abromitis, Ed.D., CFRE
Director, Grants

College of DuPage Foundation
Monthly Gift Summary Report
 May 1 - 31, 2018

Fund ID	Fund Description	Gift Count	Cash	Stock	Pledge Balance	Gifts-In-Kind	Planned	Total
G620 / 35	A.R.C. Memorial Scholarship	2	\$20.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00
R603 / 30	ACT-SO (Afro-Academic, Cultural, Technical and Scientific Olympics) Program Support	2	\$6.66	\$0.00	\$0.00	\$0.00	\$0.00	\$6.66
R695 / 30	Athletic Department Support	2	\$3,150.00	\$100.00	\$0.00	\$0.00	\$0.00	\$3,250.00
D612 / 20	Automotive Service Technology Program Support	2	\$7.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7.00
G932 / 35	Automotive Technology Scholarship	2	\$7.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7.00
G924 / 35	Avanti Engineering Scholarship	1	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00
R607B / 30	Belushi Artist-In-Residence Program Support	4	\$38.76	\$0.00	\$0.00	\$0.00	\$0.00	\$38.76
D624 / 20	Buffalo Theatre Ensemble Program Support	1	\$0.00	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00
G268 / 35	Cancer Federation Scholarship	2	\$34.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34.00
G700 / 35	Carol Stream Community College Scholarship	4	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00
G475 / 35	Carter Carroll Excellence in History Award	3	\$520.00	\$0.00	\$0.00	\$0.00	\$0.00	\$520.00
D690 / 20	Center for Entrepreneurship Fund for Workforce Development Support	2	\$25.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25.00
G273 / 35	Certificate of GED Scholarship	2	\$40.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.00
G971 / 35	Chief George Graves Scholarship	2	\$20.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00
G302 / 35	Classified Personnel Committee (CPC) Scholarship	4	\$25.38	\$0.00	\$0.00	\$0.00	\$0.00	\$25.38
R622 / 30	Cleve Carney Art Gallery Fund	2	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00
G827 / 40	Cleve Carney Endowed Art Fund	2	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00
G912 / 25	College of DuPage Foundation's Impact Scholarship	2	\$3.84	\$0.00	\$0.00	\$0.00	\$0.00	\$3.84
G915 / 25	College of DuPage Foundation's Returning Adult Scholarship	12	\$114.00	\$0.00	\$0.00	\$0.00	\$0.00	\$114.00
G918 / 25	College of DuPage Foundation's Single Parent Scholarship	16	\$155.06	\$0.00	\$0.00	\$0.00	\$0.00	\$155.06
G904 / 25	College of DuPage Foundation's Textbook Scholarship	8	\$44.00	\$0.00	\$0.00	\$0.00	\$0.00	\$44.00
R610 / 30	Community Education Farm Program Support	1	\$85.00	\$0.00	\$0.00	\$0.00	\$0.00	\$85.00
D627 / 20	Culinary & Hospitality Program Support	6	\$82.00	\$0.00	\$25.00	\$0.00	\$0.00	\$107.00
G455 / 35	Donald Carter Memorial Scholarship	2	\$154.00	\$0.00	\$0.00	\$0.00	\$0.00	\$154.00
G852 / 35	Dr. Edith S. Jaco Study Abroad Scholarship for Spanish Heritage Language Learners	3	\$1,050.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$3,050.00
G847 / 35	Dr. Maureen N. Dunne Autism Student Success Scholarship	1	\$0.00	\$0.00	\$4,000.00	\$0.00	\$0.00	\$4,000.00
R612 / 30	Fine Arts Program Support	2	\$80.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80.00
G838 / 35	For the Love of Chocolate Foundation Scholarship Fund	2	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00
D704 / 30	FUEL Pantry Support	7	\$187.74	\$0.00	\$0.00	\$0.00	\$0.00	\$187.74
G900 / 25	General Scholarship Fund	88	\$6,794.62	\$0.00	\$1,000.00	\$0.00	\$0.00	\$7,794.62
G937 / 35	Glenn and Anita Dickson Fine & Applied Arts Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
G926 / 35	Glenn Hansen Leadership Scholarship	8	\$190.00	\$0.00	\$0.00	\$0.00	\$0.00	\$190.00
G406 / 35	Greg Joos Memorial Scholarship	2	\$23.08	\$0.00	\$0.00	\$0.00	\$0.00	\$23.08
R648 / 30	Homeland Security Program Support	2	\$4.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4.00
R643 / 30	Honors Program Support	2	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00
D629 / 20	Horticulture Program Support	3	\$20.00	\$0.00	\$0.00	\$79.00	\$0.00	\$99.00
D701 / 20	HSTI Program Development and Training Program Support	2	\$2.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2.00
G201 / 35	Iyer Chemistry Scholarship	2	\$76.92	\$0.00	\$0.00	\$0.00	\$0.00	\$76.92
G843 / 35	Jerry J. Fajkus Memorial Scholarship	2	\$2,297.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,297.00
G230 / 35	John Belushi Memorial Scholarships for Music and Theater	1	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00
G444 / 35	Kathy Marszalek Memorial Endowed Scholarship	2	\$8,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,000.00
G952 / 35	Kathy Testa Memorial Challenge Scholarship	1	\$6,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,500.00
G711 / 35	Lake Park District 108 Scholarship	2	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00
R659 / 20	Library Program Endowment	1	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00
R672 / 30	Lifelong Learning Program Support	2	\$4.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4.00
G155 / 25	Lifelong Learning Scholarship	2	\$6.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6.00
G714 / 35	Lyons Township High School District 204 Scholarship	2	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00
R705 / 30	MACtastic Treat Seats - Tickets for Kids and Families Endowed Program Support	3	\$426.92	\$0.00	\$0.00	\$0.00	\$0.00	\$426.92
R662 / 30	Marsh Project Support	1	\$159.00	\$0.00	\$0.00	\$0.00	\$0.00	\$159.00
R619 / 30	McAninch Arts Center General Fund	20	\$7,019.00	\$0.00	\$0.00	\$100.00	\$0.00	\$7,119.00
G800 / 40	McAninch Endowment for the Arts Fund	1	\$0.00	\$1,990.89	\$0.00	\$0.00	\$0.00	\$1,990.89

College of DuPage Foundation
Monthly Gift Summary Report
 May 1 - 31, 2018

Fund ID	Fund Description	Gift Count	Cash	Stock	Pledge Balance	Gifts-In-Kind	Planned	Total
D693 / 20	Music Program Support	2	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00
D660 / 20	New Philharmonic Orchestra	14	\$4,815.00	\$0.00	\$4,500.00	\$0.00	\$0.00	\$9,315.00
G130 / 25	Nursing Alumni Scholarship	2	\$4.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4.00
D702 / 30	Paralegal Program Support	2	\$20.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00
G992 / 35	Paralegal Studies Program Scholarship	2	\$14.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14.00
G100 / 10	Resource for Excellence Fund	23	\$1,624.48	\$0.00	\$0.00	\$0.00	\$0.00	\$1,624.48
G503 / 35	Rotary - Naperville Downtown Scholarship	1	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00
G469 / 35	Second Year Nursing Scholarship	2	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00
G115 / 25	Student Crisis Emergency Support Program	2	\$19.22	\$0.00	\$0.00	\$0.00	\$0.00	\$19.22
R702 / 30	Student Leadership Academy Program Support	2	\$6.66	\$0.00	\$0.00	\$0.00	\$0.00	\$6.66
G931 / 35	Student Need Scholarship	1	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00
G989 / 35	Study Abroad - Criminal Justice Scholarship	2	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00
G520 / 35	Study Abroad Scholarships	2	\$20.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00
G967 / 35	The Christopher Drop Welding Scholarship	2	\$4.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4.00
G563 / 35	The Honorable Bonnie M. Wheaton Endowed Scholarship	2	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00
G938 / 35	Troy Scholarship for Engineering	2	\$25.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25.00
G939 / 35	Troy Scholarship for Nursing	2	\$25.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25.00
D632 / 20	Veteran Services Program Support	4	\$18.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18.00
G135 / 25	Vocational Skills Program Support for Special Populations	4	\$14.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14.00
D697 / 20	WDCB Employer Matching Gift Revenue (EMG)	7	\$645.13	\$0.00	\$0.00	\$0.00	\$0.00	\$645.13
D687 / 20	WDCB Future Fund	3	\$24.01	\$0.00	\$0.00	\$0.00	\$0.00	\$24.01
D696 / 20	WDCB Individual Gifts	1,569	\$38,504.23	\$0.00	\$0.00	\$0.00	\$0.00	\$38,504.23
D695 / 20	WDCB Underwriting	37	\$41,070.65	\$0.00	\$7,049.60	\$0.00	\$0.00	\$48,120.25
G965 / 40	William W. Steele Memorial Scholarship Endowment	2	\$80.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80.00
R701 / 30	Youth Leadership Program and Scholarships	6	\$14.68	\$0.00	\$0.00	\$0.00	\$0.00	\$14.68
Grand Totals:			\$132,570.04	\$2,490.89	\$18,574.60	\$179.00	\$0.00	\$153,814.53

1,948 Gift(s) listed
 1,750 Donor(s) listed

College of DuPage Foundation
Fiscal Year 2018 Gift Summary Report
Year-to-Date as of May 31, 2018

Fund ID	Fund Description	Gift Count	Cash	Stock	Pledge Balance	In-Kind	Planned	Total
G620 / 35	A.R.C. Memorial Scholarship	22	\$504.00	\$0.00	\$110.00	\$0.00	\$0.00	\$614.00
R603 / 30	ACT-SO (Afro-Academic, Cultural, Technical and Scientific Olympics) Program Support	17	\$549.95	\$0.00	\$36.72	\$0.00	\$0.00	\$586.67
G849 / 40	Alice Ramus Scholarship Endowment	2	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,000.00
G842 / 35	Archadeck of Chicagoland Scholarship	2	\$1,500.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$4,500.00
R695 / 30	Athletic Department Support	3	\$6,300.00	\$100.00	\$0.00	\$0.00	\$0.00	\$6,400.00
G588 / 35	August Zarccone Memorial Endowed Scholarship	3	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$400.00
G825 / 40	August Zarccone Memorial Scholarship Endowment	1	\$40.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.00
D612 / 20	Automotive Service Technology Program Support	19	\$52.50	\$0.00	\$38.50	\$10,181.00	\$0.00	\$10,272.00
G932 / 35	Automotive Technology Scholarship	16	\$52.50	\$0.00	\$38.50	\$0.00	\$0.00	\$91.00
G924 / 35	Avanti Engineering Scholarship	1	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00
R607B / 30	Belushi Artist-In-Residence Program Support	41	\$479.12	\$0.00	\$44.00	\$0.00	\$0.00	\$523.12
G978 / 35	Betty and Ron Krupp Veterans Scholarship	1	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00
G921 / 35	Bordeaux French Study Abroad Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
G348 / 35	Brian Fugiel Memorial Scholarship	1	\$251.00	\$0.00	\$0.00	\$0.00	\$0.00	\$251.00
G928 / 35	BTE Stage Management Scholarship	2	\$1,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,600.00
G948 / 35	Budilovsky Literary Endowed Scholarship	1	\$25.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25.00
D624 / 20	Buffalo Theatre Ensemble Program Support	17	\$2,300.00	\$400.00	\$0.00	\$0.00	\$0.00	\$2,700.00
R693 / 30	Business and Technology Program Support	3	\$10.00	\$0.00	\$0.00	\$5,975.00	\$0.00	\$5,985.00
G268 / 35	Cancer Federation Scholarship	14	\$221.00	\$0.00	\$221.00	\$0.00	\$0.00	\$442.00
G700 / 35	Carol Stream Community College Scholarship	41	\$1,010.00	\$0.00	\$295.00	\$0.00	\$0.00	\$1,305.00
G475 / 35	Carter Carroll Excellence in History Award	48	\$7,445.00	\$0.00	\$110.00	\$0.00	\$0.00	\$7,555.00
D690 / 20	Center for Entrepreneurship Fund for Workforce Development Support	22	\$3,286.72	\$0.00	\$137.50	\$0.00	\$0.00	\$3,424.22
G273 / 35	Certificate of GED Scholarship	17	\$10,300.00	\$0.00	\$220.00	\$0.00	\$0.00	\$10,520.00
G971 / 35	Chief George Graves Scholarship	22	\$3,723.00	\$0.00	\$110.00	\$0.00	\$0.00	\$3,833.00
G168 / 25	Christopher & Karen Thielman Culinary & Hospitality Scholarship	1	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00
G167 / 25	Christopher & Karen Thielman International Field Studies Scholarship	1	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00
G302 / 35	Classified Personnel Committee (CPC) Scholarship	39	\$261.55	\$0.00	\$139.65	\$0.00	\$0.00	\$401.20
R622 / 30	Cleve Carney Art Gallery Fund	20	\$415.00	\$0.00	\$65.00	\$118,500.00	\$0.00	\$118,980.00
G827 / 40	Cleve Carney Endowed Art Fund	16	\$570.00	\$0.00	\$60.00	\$0.00	\$0.00	\$630.00
G215 / 35	College of DuPage Faculty Association Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
G912 / 25	College of DuPage Foundation's Impact Scholarship	18	\$151.96	\$0.00	\$25.04	\$0.00	\$0.00	\$177.00
G915 / 25	College of DuPage Foundation's Returning Adult Scholarship	87	\$744.00	\$0.00	\$753.00	\$0.00	\$0.00	\$1,497.00
G918 / 25	College of DuPage Foundation's Single Parent Scholarship	144	\$2,368.87	\$0.00	\$943.19	\$0.00	\$0.00	\$3,312.06
G904 / 25	College of DuPage Foundation's Textbook Scholarship	70	\$456.00	\$0.00	\$233.00	\$0.00	\$0.00	\$689.00
R610 / 30	Community Education Farm Program Support	1	\$85.00	\$0.00	\$0.00	\$0.00	\$0.00	\$85.00
G701 / 35	Community HS District 94 (West Chicago) Scholarship	1	\$1,115.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,115.00
G702 / 35	Community HS District 99 (Downers Grove North/South) Scholarship	1	\$95.00	\$0.00	\$0.00	\$0.00	\$0.00	\$95.00
G703 / 35	Community Unit School District 200 (Wheaton/Warrenville) Scholarship	1	\$1,405.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,405.00
D627 / 20	Culinary & Hospitality Program Support	41	\$1,348.00	\$0.00	\$233.00	\$312.00	\$0.00	\$1,893.00
G309 / 35	Culinary Student Scholarship (Teen Culinary Challenge)	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
G977 / 35	DeLara Family Scholarship	2	\$3,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$9,000.00
R629 / 30	Dental Hygiene Program Support	1	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00
G828 / 35	Distinguished Alumni Scholarship	2	\$350.00	\$0.00	\$0.00	\$0.00	\$0.00	\$350.00
G455 / 35	Donald Carter Memorial Scholarship	23	\$1,617.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,617.00
R699A / 30	Dr. Donald and Helen (Gum) Westlake Endowed Fund for Student Productions	4	\$650.00	\$0.00	\$0.00	\$0.00	\$0.00	\$650.00
G852 / 35	Dr. Edith S. Jaco Study Abroad Scholarship for Spanish Heritage Language Learners	3	\$1,050.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$3,050.00
G847 / 35	Dr. Maureen N. Dunne Autism Student Success Scholarship	2	\$1,000.00	\$0.00	\$4,000.00	\$0.00	\$0.00	\$5,000.00
G975 / 35	Dr. Robert J. Frank Endowed Scholarship	1	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
G320 / 35	DuPage Area Moms Scholarship	2	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00

College of DuPage Foundation
Fiscal Year 2018 Gift Summary Report
Year-to-Date as of May 31, 2018

Fund ID	Fund Description	Gift Count	Cash	Stock	Pledge Balance	In-Kind	Planned	Total
G704 / 35	DuPage HS District 88 (Addison Trail/Willowbrook) Scholarship	1	\$36.75	\$0.00	\$0.00	\$0.00	\$0.00	\$36.75
G150 / 25	Early Childhood Education Program Support	8	\$48.00	\$0.00	\$0.00	\$0.00	\$0.00	\$48.00
G892 / 35	Eileen M. Ward Textbook/Instructional Materials Endowed Scholarship	8	\$13,308.77	\$0.00	\$0.00	\$0.00	\$0.00	\$13,308.77
G836 / 40	Eileen M. Ward Textbook/Instructional Materials Scholarship Endowment	1	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00
G220 / 25	Ellen Johnson Memorial Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
G705 / 35	Elmhurst District 205 (York Township) Scholarship	1	\$550.00	\$0.00	\$0.00	\$0.00	\$0.00	\$550.00
D703 / 30	Engineering Program Support	8	\$2,612.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,612.00
G891 / 35	Esther Rowe Dodge Scholarship	2	\$1,250.00	\$0.00	\$6,250.00	\$0.00	\$0.00	\$7,500.00
G942 / 35	Everyone Matters Scholarship	6	\$1,042.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,042.00
D692 / 20	Fashion Program Support	5	\$0.00	\$0.00	\$0.00	\$4,781.00	\$0.00	\$4,781.00
G706 / 35	Fenton District 100 Scholarship	1	\$105.00	\$0.00	\$0.00	\$0.00	\$0.00	\$105.00
R612 / 30	Fine Arts Program Support	19	\$2,590.00	\$0.00	\$440.00	\$400.00	\$0.00	\$3,430.00
G347 / 35	Flexible Steel Lacing Endowed Scholarship	1	\$3,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,500.00
G345 / 35	Floral Design Memorial Scholarship	1	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
D625 / 20	Football Program Support	7	\$1,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,600.00
G838 / 35	For the Love of Chocolate Foundation Scholarship Fund	3	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00
G448 / 35	Forbes Electric/Keller Margery Maurer Endowed Scholarship	1	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00
D704 / 30	FUEL Pantry Support	59	\$1,040.80	\$0.00	\$290.70	\$0.00	\$0.00	\$1,331.50
G902 / 25	G.E.D. Scholarship	26	\$665.00	\$0.00	\$65.00	\$0.00	\$0.00	\$730.00
D626 / 20	General Athletic Program Support	1	\$75.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00
G808 / 40	General Scholarship Endowment	2	\$1,025.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,025.00
G900 / 25	General Scholarship Fund	796	\$41,138.09	\$0.00	\$6,270.35	\$0.00	\$0.00	\$47,408.44
R661 / 30	George Macht Culinary & Hospitality Program Support	1	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00
G826 / 40	George Macht Scholarship Endowment	2	\$0.00	\$55,178.52	\$0.00	\$0.00	\$0.00	\$55,178.52
G707 / 35	Glenbard High School District 87 Scholarship	2	\$2,380.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,380.00
G937 / 35	Glenn and Anita Dickson Fine & Applied Arts Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
G926 / 35	Glenn Hansen Leadership Scholarship	67	\$2,232.00	\$0.00	\$950.00	\$0.00	\$0.00	\$3,182.00
G406 / 35	Greg Joos Memorial Scholarship	17	\$223.10	\$0.00	\$126.90	\$0.00	\$0.00	\$350.00
G821 / 40	H. Claire Walters, RN Memorial Scholarship Endowment	1	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00
G959 / 35	H. J. Kleemann Engineering Scholarship	3	\$610.00	\$0.00	\$0.00	\$0.00	\$0.00	\$610.00
G368 / 35	Hawthorn Garden Club Scholarship Fund	1	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
G708 / 35	Hinsdale Township High School District 86 Scholarship	2	\$845.00	\$0.00	\$0.00	\$0.00	\$0.00	\$845.00
R648 / 30	Homeland Security Program Support	14	\$24.00	\$0.00	\$2.00	\$7,925.00	\$0.00	\$7,951.00
R643 / 30	Honors Program Support	21	\$183.00	\$0.00	\$55.00	\$0.00	\$0.00	\$238.00
D629 / 20	Horticulture Program Support	22	\$435.00	\$0.00	\$110.00	\$229.00	\$0.00	\$774.00
D620 / 20	Horticulture Student Competition Support	3	\$2,650.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,650.00
D701 / 20	HSTI Program Development and Training Program Support	16	\$15.00	\$0.00	\$11.00	\$0.00	\$0.00	\$26.00
G709 / 35	Indian Prairie District 204 Scholarship	3	\$1,420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,420.00
G201 / 35	Iyer Chemistry Scholarship	9	\$407.68	\$0.00	\$0.00	\$0.00	\$0.00	\$407.68
G843 / 35	Jerry J. Fajkus Memorial Scholarship	5	\$6,897.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,897.00
G177 / 35	Jesse J. Lopez Give a Kid a Second Chance Scholarship	3	\$5,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$15,000.00
G238 / 25	Jill Johnson Hall Memorial Scholarship	3	\$2,500.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$7,500.00
G230 / 35	John Belushi Memorial Scholarships for Music and Theater	22	\$973.06	\$0.00	\$0.00	\$0.00	\$0.00	\$973.06
G927 / 35	John Modschiedler, Advisor Emeritus, Phi Theta Kappa Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
G444 / 35	Kathy Marszalek Memorial Endowed Scholarship	2	\$8,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,000.00
G952 / 35	Kathy Testa Memorial Challenge Scholarship	1	\$6,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,500.00
G419 / 35	Keiser Accounting Endowed Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
G711 / 35	Lake Park District 108 Scholarship	17	\$117.06	\$0.00	\$55.00	\$0.00	\$0.00	\$172.06
R703 / 30	Lakeside Pavilion Program Support	4	\$550.00	\$0.00	\$0.00	\$375.00	\$0.00	\$925.00

College of DuPage Foundation
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Fund ID	Fund Description	Gift Count	Cash	Stock	Pledge Balance	In-Kind	Planned	Total
R602B / 30	Learning Commons Program Support	1	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00
R660 / 20	Library Development Support	2	\$220.00	\$0.00	\$0.00	\$0.00	\$0.00	\$220.00
R659 / 20	Library Program Endowment	15	\$140.00	\$0.00	\$120.00	\$0.00	\$0.00	\$260.00
R672 / 30	Lifelong Learning Program Support	43	\$11,509.76	\$0.00	\$501.00	\$0.00	\$0.00	\$12,010.76
G155 / 25	Lifelong Learning Scholarship	17	\$48.00	\$0.00	\$30.00	\$0.00	\$0.00	\$78.00
G841 / 40	Linda & Robert Jenkins Paralegal Studies Scholarship Endowment	1	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,000.00
R840 / 30	Linda and Robert Jenkins Equipment Mgr Student Aides Support	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
G834 / 35	Louise Beem Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
G714 / 35	Lyons Township High School District 204 Scholarship	16	\$75.00	\$0.00	\$55.00	\$0.00	\$0.00	\$130.00
E219 / 20	MAC Madness Event	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
R705 / 30	MACtastic Treat Seats - Tickets for Kids and Families Endowed Program Support	50	\$4,458.98	\$0.00	\$50.02	\$0.00	\$0.00	\$4,509.00
G943 / 35	Marriott Chicagoland Business Council Hospitality Scholarship	2	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00
R662 / 30	Marsh Project Support	2	\$232.00	\$0.00	\$0.00	\$0.00	\$0.00	\$232.00
G314 / 35	Mary Daly Endowed Scholarship	1	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00
G446 / 35	Mary Mack Scholarship	8	\$430.00	\$0.00	\$0.00	\$0.00	\$0.00	\$430.00
G445 / 35	Mayes/McLean Scholarship	1	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
R619 / 30	McAninch Arts Center General Fund	365	\$66,741.90	\$0.00	\$742.50	\$12,992.80	\$0.00	\$80,477.20
G800 / 40	McAninch Endowment for the Arts Fund	1	\$0.00	\$1,990.89	\$0.00	\$0.00	\$0.00	\$1,990.89
D694 / 20	Meteorology Program Support	6	\$1,330.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,330.00
G266 / 35	Michael Browning Memorial Scholarship	1	\$17,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,000.00
G454 / 35	Morrissey Dental Hygiene Scholarship	1	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00
D693 / 20	Music Program Support	18	\$375.00	\$0.00	\$55.00	\$0.00	\$0.00	\$430.00
G958 / 35	Naperville Community Gardeners Scholarship	5	\$32.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32.00
G501 / 35	Naperville Rotary Charities and the Rotary Club of Naperville Scholarship	1	\$40,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,000.00
G976 / 35	Naperville Woman's Club Scholarship	1	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00
D660 / 20	New Philharmonic Orchestra	193	\$74,496.00	\$0.00	\$7,500.00	\$0.00	\$0.00	\$81,996.00
G996 / 35	Norman F. Hallis Memorial Scholarship for Automotive Technology Excellence	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
G130 / 25	Nursing Alumni Scholarship	17	\$2,076.00	\$0.00	\$26.00	\$0.00	\$0.00	\$2,102.00
D702 / 30	Paralegal Program Support	16	\$150.00	\$0.00	\$110.00	\$0.00	\$0.00	\$260.00
G992 / 35	Paralegal Studies Program Scholarship	14	\$584.00	\$0.00	\$98.00	\$0.00	\$0.00	\$682.00
G969 / 35	Patriot Scholarship	4	\$46.11	\$0.00	\$0.00	\$0.00	\$0.00	\$46.11
G893 / 35	Paul W. and Katherine T. Hedburn Impact Scholarship	1	\$252.00	\$0.00	\$0.00	\$0.00	\$0.00	\$252.00
G429 / 35	Phi Theta Kappa Scholarship (Justine Kawalek Memorial)	1	\$25.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25.00
G983 / 35	Raymond and Virginia Link Vocational Scholarship	14	\$1,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,400.00
D607 / 30	Red Grange Bowl Support	1	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
G100 / 10	Resource for Excellence Fund	253	\$28,283.72	\$0.00	\$1,048.90	\$18,234.00	\$0.00	\$47,566.62
G997 / 35	Rocio Automotive Technology Scholarship	2	\$1,002.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,002.00
G998 / 35	Rocio Computer & Internetworking Technology (CIT) Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
R656 / 30	Ronald Lemme Lecture Series	17	\$2,064.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,064.00
G503 / 35	Rotary - Naperville Downtown Scholarship	1	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00
G961 / 35	Ruth Walbeck Memorial Scholarship	3	\$2,500.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$7,500.00
G835 / 35	Scalise Family Fashion Program Scholarship	3	\$1,700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,700.00
D680 / 20	Sculpture Program Support	1	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00
G469 / 35	Second Year Nursing Scholarship	23	\$641.00	\$0.00	\$55.00	\$0.00	\$0.00	\$696.00
G115 / 25	Student Crisis Emergency Support Program	21	\$1,394.15	\$0.00	\$105.85	\$0.00	\$0.00	\$1,500.00
R702 / 30	Student Leadership Academy Program Support	16	\$49.95	\$0.00	\$36.72	\$0.00	\$0.00	\$86.67
G848 / 35	Student Life Leadership Award	1	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
G931 / 35	Student Need Scholarship	13	\$130.00	\$0.00	\$0.00	\$0.00	\$0.00	\$130.00
G989 / 35	Study Abroad - Criminal Justice Scholarship	18	\$12,155.00	\$0.00	\$55.00	\$0.00	\$0.00	\$12,210.00

College of DuPage Foundation
Fiscal Year 2018 Gift Summary Report
Year-to-Date as of May 31, 2018

Fund ID	Fund Description	Gift Count	Cash	Stock	Pledge Balance	In-Kind	Planned	Total
G520 / 35	Study Abroad Scholarships	22	\$695.00	\$0.00	\$130.00	\$0.00	\$0.00	\$825.00
G967 / 35	The Christopher Drop Welding Scholarship	14	\$26.00	\$0.00	\$26.00	\$0.00	\$0.00	\$52.00
G563 / 35	The Honorable Bonnie M. Wheaton Endowed Scholarship	16	\$1,350.00	\$0.00	\$300.00	\$0.00	\$0.00	\$1,650.00
G326 / 35	Tom Galloway Memorial Scholarship	1	\$1,641.60	\$0.00	\$0.00	\$0.00	\$0.00	\$1,641.60
G938 / 35	Troy Scholarship for Engineering	23	\$275.00	\$0.00	\$100.00	\$0.00	\$0.00	\$375.00
G939 / 35	Troy Scholarship for Nursing	23	\$275.00	\$0.00	\$100.00	\$0.00	\$0.00	\$375.00
G947 / 35	US Bank Scholarship Fund	1	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00
D632 / 20	Veteran Services Program Support	61	\$8,056.13	\$0.00	\$104.00	\$0.00	\$0.00	\$8,160.13
G527 / 35	Veterans Textbook Scholarship	1	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00
G845 / 35	Vistex Impact Scholarship	2	\$2,000.00	\$0.00	\$4,000.00	\$0.00	\$0.00	\$6,000.00
G846 / 35	Vistex Scholarship	2	\$8,000.00	\$0.00	\$16,000.00	\$0.00	\$0.00	\$24,000.00
G135 / 25	Vocational Skills Program Support for Special Populations	38	\$5,296.00	\$0.00	\$79.00	\$0.00	\$0.00	\$5,375.00
G405 / 35	Walter R. Jones Memorial Endowed Scholarship	1	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00
D697 / 20	WDCB Employer Matching Gift Revenue (EMG)	50	\$6,156.88	\$0.00	\$565.00	\$0.00	\$0.00	\$6,721.88
D700 / 20	WDCB Events	1	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00
D687 / 20	WDCB Future Fund	20	\$50,261.03	\$0.00	\$0.00	\$0.00	\$0.00	\$50,261.03
D696 / 20	WDCB Individual Gifts	18,579	\$724,843.73	\$274.60	\$390.50	\$779.85	\$6,759.10	\$733,047.78
D699 / 20	WDCB Merchandising	7	\$395.00	\$0.00	\$0.00	\$0.00	\$0.00	\$395.00
D695 / 20	WDCB Underwriting	232	\$186,946.85	\$0.00	\$20,309.60	\$0.00	\$0.00	\$207,256.45
G237 / 25	Wilbur Walker Dodge Memorial Scholarship	3	\$2,500.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$7,500.00
G966 / 35	William W. Steele Memorial Endowed Scholarship	4	\$140.00	\$0.00	\$0.00	\$0.00	\$0.00	\$140.00
G965 / 40	William W. Steele Memorial Scholarship Endowment	16	\$600.00	\$0.00	\$440.00	\$0.00	\$0.00	\$1,040.00
R701 / 30	Youth Leadership Program and Scholarships	49	\$113.10	\$0.00	\$77.56	\$0.00	\$0.00	\$190.66
		Grand Totals:	\$1,563,503.37	\$57,944.01	\$111,649.70	\$180,684.65	\$6,759.10	\$1,920,540.83

22,364 Gift(s) listed
6,861 Donor(s) listed

**College of DuPage
FY18 Grants Awarded Report
July 1, 2017 - May 31, 2018**

Note: New Entries in Bold

ALLOCATED GRANTS								
Grantor	Project Title	Department	Project Director	Type	Amount	Start Date	End Date	Description
Department of Commerce and Economic Development	Small Business Development Center (SBDC)	Continuing Ed./Ctr. for Entrepren.	Rita Haake	Federal	\$146,000	1/1/2018	12/31/2018	Federal pass through funds from SBA to the IL Small Business Development Center to provide one-stop business management assistance to individuals and small businesses.
Department of Commerce and Economic Development	Small Business Development Center (SBDC)	Continuing Ed./Ctr. for Entrepren.	Rita Haake	State	\$55,000	1/1/2018	12/31/2018	State funds to the IL Small Business Development Center to provide one-stop business management assistance to individuals and small businesses.
Illinois Community College Board	Perkins Postsecondary CTE-Program Improvement Grant	Academic Affairs	Jonita Ellis	State	\$137,700	7/1/2017	6/30/2018	State allocation (10%) to for program improvement fund (PIG) of Career and Technical Education program activities. [Remaining 90% of funds(\$1,239,300) funds are unrestricted and are deposited into general funds]
Illinois Community College Board	Perkins Postsecondary Career & Technical Education Program	Academic Affairs	Jonita Ellis	State	\$1,239,300	7/1/2017	6/30/2018	Remaining 90% State allocation to support and improve Career and Technical Education program activities.
Illinois Community College Board	CTE Leadership Improvement	CTE	Toler	State	\$50,000	1/15/2018	6/30/2019	Support for additional advising for CTE students
Illinois Community College Board	FY18 Adult Ed and Literacy Program	Continuing Education	Daniel Deasy	Federal /State	\$2,417,595	7/1/2017	6/30/2018	Federal and State allocated portion to support ABE/GED/ESL programming across the district.
Corp. for Public Broadcasting	Community Service Grant	WDCB	Dan Bindert	Federal	\$159,775		6/30/2018	Community service grant to provide support for WDCB Radio Station.
IL Dept of Commerce & Economic Opportunity	FY18 Procurement Technical Assistance Center	Continuing Ed./Ctr. for Entrepren.	Rita Haake	Fed/ State	\$102,000	7/1/2017	6/30/2018	To support assistance for small business owners through the Center for Entrepreneurship. (Federal: \$60,000; State: \$42,000)
Illinois Community College Board	Perkins Postsecondary - Program Improvement Grant (CTE)	Academic Affairs	Jonita Ellis	Federal	\$1,249,386	7/1/2017	6/30/2018	Federal allocation for unrestricted general program funding of Career and Technical Education program activities.
Illinois Community College Board	FY16-17 Adult Education & Family Literacy Grant	Continuing Education	Daniel Deasy	State	\$1,434,260	7/1/2016	12/31/2017	Second half of State allocated portion to fund ABE/GED/ESL programming across the district. (FY 16-12/17)

College of DuPage
FY18 Grants Awarded Report
July 1, 2017 - May 31, 2018

Note: New Entries in Bold

ALLOCATED GRANTS (Includes grants where it was necessary to develop a concept or project and follow comprehensive guidelines for proposal submission in order to receive allocated funds. Adherence to reporting requirements and ability to measure successful program outcomes determines the level of the award.)					\$6,991,016			

College of DuPage
 FY18 Grants Awarded Report
 July 1, 2017 - May 31, 2018

Note: New Entries in Bold

COMPETITIVE REBATES									
<u>Grantor</u>	<u>Project Title</u>	<u>Department</u>	<u>Project Director</u>	<u>Type</u>	<u>Amount</u>	<u>Start Date</u>	<u>End Date</u>	<u>Description</u>	
COMPETITIVE REBATES (Includes rebates from State, Federal and Private Agencies where the application was in competition with other proposals and awards were made to a select number of organizations based on the quality of the submission.)					\$0				

**College of DuPage
FY18 Grants Awarded Report
July 1, 2017 - May 31, 2018**

Note: New Entries in Bold

COMPETITIVE GRANTS								
Grantor	Project Title	Department	Project Director	Type	Amount	Start Date	End Date	Description
Illinois Arts Council	Public Radio & TV Basic Grant	WDCB	Bindert	State	\$8,820	1/1/2017	8/30/2018	general operating support for programs at WDCB
Internal Revenue Service	VITA: Volunteer Income Tax Assistance	Business	Beverly Carlson	Federal	\$2,700	5/25/2018	10/1/2018	Additional funding for CY18 the VITA program run by the Accounting Dept. each year.
National Security Agency	GenCyber Teacher Summer Camp	IT/Business	Chen/ DiMonte	Federal	\$84,058	3/8/2018	2/28/2019	To help teachers (Grades 6-12) learn about cyber security, cybercrime, and cyber security careers
National Security Agency	GenCyber Student Summer Camp	IT/Continuing Ed- Youth programs	Wagner/ Landers	Federal	\$48,238	3/8/2018	2/28/2019	To help students (Grades 6-12) learn about cyber security, cybercrime, and cyber security careers
Illinois Arts Council	Public Radio & TV Basic Grant	WDCB	Bindert	State	\$8,950	1/1/2017	8/30/2018	basic support for programs at WDCB
Fulbright Foreign Scholarship Board	Fulbright Scholarship Grant	Grants	Abromitis	private	\$5,118	3/1/2018	12/30/2018	Support for Community College Administrators Seminar in Russia
Bayer CropScience	Fee a Bee	Horticulture	Ensweiler	corp.	\$5,000	1/30/2018	12/31/2018	increase habitat and nutrition sources for local bees
Illinois Arts Council	General operating	MAC	Raffel/ Martinez	State	\$42,200	1/1/2017	8/31/2017	General operating support for programs at the MAC
IL Board of Higher Education	IL Cooperative Work Study	Student Affairs	Gustis	State	\$34,466	1/1/2018	8/30/2018	Cooperative work-study programs for 47 students in 8 programs/majors
Internal Revenue Service	VITA: Volunteer Income Tax Assistance	Business	Beverly Carlson	Federal	\$13,500	8/1/2016	7/31/2018	To provide support for expansion of the VITA program run by the Accounting Dept. each year.
Arts Midwest	Touring Funds	MAC	Martinez	private	\$4,000	8/7/2017		Support for Savion Glover performances
Illinois Community College Board	FY 17 Special Populations Support	Student Affairs	Michael Duggan	State	\$10,000	7/1/2016	6/30/2017	To provide funding for an intern to assist in program for students with developmental disabilities
Illinois Community College Board	Bridging the Gap-Math	Mathematics	Mary Hill	State	\$15,000	7/1/2016	6/30/2017	Funding for study and implementation of Transitional and Co-requisite Math courses.

COMPETITIVE GRANTS (Includes grants from federal, state and private grantors where the proposal was in competition with other proposals and awards were made to a select number of institutions based on the merits of the project and proposal.)	\$270,530
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College of DuPage
 FY18 Grants Awarded Report
 July 1, 2017 - May 31, 2018

Note: New Entries in Bold

SUB-AWARDS or IN KIND GRANTS								
Grantor	Project Title	Department	Project Director	Type	Value	Start Date	End Date	Description
Nat'l Science Foundation	R. Noyes Scholarship Program	STEM	Huvaere	Federal	\$3,000	10/1/2015	9/30/2020	\$1,000/year for 3 years for STEM activities
IL Sec. of State	Work Skills Enhance.	Literacy	Deasy	private	\$9,925	8/3/2017		subaward from JD Norman Industries
SUB-AWARD OR IN KIND GRANTS (Includes donations that have been granted to the institution for a particular period of time.)					\$12,925			
FY18 Total Grants Awarded as of May 31, 2018					\$7,274,471			

**VENDOR DONATIONS RECEIVED
BY THE COLLEGE***
YTD as of May 31, 2018

JULY 2017

no activity

AUGUST 2017

Sodexo America, LLC
20,000.00 Annual Gift
20,000.00

SEPTEMBER 2017

no activity

OCTOBER 2017

no activity

NOVEMBER 2017

no activity

DECEMBER 2017

no activity

JANUARY 2018

no activity

FEBRUARY 2018

Pepsi Beverages Company
51,000.00 Sponsorship Payment (per contract)
51,000.00

MARCH 2018

no activity

APRIL 2018

Pepsi Beverages Company
1,000.00 Sustainability Support (per contract)
2,000.00 Fundraising Support (per contract) -
transferred to Foundation
3,000.00

MAY 2018

no activity

* Not processed through the COD Foundation



**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

BOARD INFORMATION

1. SUBJECT

Construction Change Orders for Board Information.

2. REASON FOR CONSIDERATION

Change orders will be funded from the designated project's overall budget and fall within the approved budget. These change orders are presented for information because they fall below the \$100,000 threshold and percentage of contract requirements.

3. BACKGROUND INFORMATION

These Change Orders are issued for Board Information in accordance with Administrative Procedure 10-90 (copy attached).

a) Referendum-Related Projects

Errors and Omissions Change: HSC Cadaver Lab Supplemental Cooling System, Ideal Heating Company #04.

b) Capital Budget Projects

None

SUMMARY OF CONSTRUCTION CHANGE ORDERS

a) REFERENDUM-RELATED PROJECTS

- **HSC – CADAVER LAB SUPPLEMENTAL COOLING SYSTEM IDEAL HEATING COMPANY #04: \$3,268.00.** Errors and Omission change order. The recent completion and cooling system start up discovered that an electronic overlock device and controls program, necessary to properly shut down the new air handling unit under system wide building outage conditions, was not indicated on the documents. This interface is necessary to properly protect the new air handling unit from damage in the event of overall HSC building air handler shut downs.

Contractor	Original Contract	Change Orders Amount to Date	Amount of This Change Order	New Contract Value
Ideal Heating Company	\$216,999.00	\$5,697.00	\$3,268.00	\$225,694.00
			\$3,268.00	

b) CAPITAL BUDGET PROJECTS

None

Staff Contact: Bruce Schmiedl, Director of Facilities Planning & Development



**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

BOARD INFORMATION

1. **SUBJECT**

Construction Status Overview provided for Board Information.

2. **REASON FOR CONSIDERATION**

The attached spreadsheet provides a brief summary of the status of College construction projects in various phases of development. This is being submitted to update the Board on the progress of activities to date.

3. **BACKGROUND INFORMATION**

The attached spreadsheet represents proposed projects, projects in progress and projects completed during this fiscal year.

(See attached spreadsheet)

Bruce Schmiedl, Director of Facilities Planning and Development

College of DuPage Construction Projects Update
June 21, 2018

COMPLETED			
Project Name	Origin/Scope	Anticipated Benefit/Timing	Actual Cost
SSG Miller/COD Student First Responder Honorarium	<p>Origin: Request from College Board.</p> <hr/> <p>Scope: Design, fabrication and installation of a multi-panel graphics display containing five shaped metal panels containing photographs and text, set before a solid surface dot matrix background image of SSG Miller, together with a three panel bas relief containing metal plaques with names of fallen COD first responder and veteran alumni.</p>	Graphic design installations honoring a deceased District 502 Medal of Honor recipient together with fallen first responders and veterans who attended COD. Contractor bids received and award approved by Board March 16, 2016. Fabrication and installation completed June 16, 2017. Dedication ceremony held July 6, 2017.	\$82,845
Infrastructure (Campus Wide Security Cameras)	<p>Origin: COD Police Department.</p> <hr/> <p>Scope: Furnish and install 55 pole mounted cameras and associated wiring at various locations throughout campus.</p>	Expanded security coverage of external areas. Cameras installed and power has been extended to camera locations. Completed July 28, 2017.	\$550,000
HEC Street Scene Acoustic Upgrades	<p>Origin: Request from Fire Science, SLEA and Continuing Education leadership.</p> <hr/> <p>Scope: Furnish and install new full height to structural deck, sound isolation walls adjacent to existing walls separating the Immersive Training street scene from four existing shared classrooms. Work includes sound insulation, partition sealant, acoustic-rated glazing and sound isolation gasketing around all doors and penetrations.</p>	Acoustic upgrades will reduce sound disturbances within classrooms when training occurs on the street scene when utilizing gunfire and shouting of verbal commands, during incompatible class sessions. Work commenced April 3rd (material staging, demolition). West Classroom construction is substantially complete. Awaiting mid-August delivery of vestibule panels for full completion. Beneficial occupancy/turn-over occurred June 16, 2017. Classroom vestibule acoustic panels were installed August 28. Project is complete.	\$280,000
BIC Mail Room Upgrades	<p>Origin: Request from College leadership for alterations to improve working conditions for occupants.</p> <hr/> <p>Scope: Improvements include replacement of outdated and mismatched mailroom furnishing and fixtures, infill of an existing overhead door opening with new storefront system to admit natural light, plus new carpeting and paint finishes.</p>	Improve working conditions for occupants, plus provide improved mail sorting fixtures with new, more functional and flexible units. Plan being confirmed with users. Campus architect (Bailey Edward) hired to prepare necessary construction drawings. Mail room furniture/equipment bids received August 4, 2017. Furniture vendor had internal production issues. Complete. Occupants moved in November 28th.	\$83,000
TEC Food Service Venue	<p>Origin: Request reportedly received from west campus occupants regarding lack of convenient access to food services.</p> <hr/> <p>Scope: Installation of peak-hour food service counter consisting of coffee brewing/dispensing, pastry display, self-service reach-in refrigeration, microwave station, dry storage closet, cabinetry, menu signage and condiment counter. Work includes all electrical, plumbing, HVAC and lighting infrastructure.</p>	Provide convenient access to food service for west campus occupants who cannot easily utilize east campus services due to class schedules, inclement weather and distance to SRC. Equipment approved for purchase at May 18, 2017 Board meeting. Campus Architect (Bailey Edward) engaged and prepared permit drawings (to Glen Ellyn). Bidding complete and approved at the September Board meeting. Construction complete. Food service is open for business.	\$226,000
BIC Honors Commons Conversion	<p>Origin: Request from Honors Program leadership.</p> <hr/> <p>Scope: Demolition of existing Honors office and adjacent student lounge, BIC3531, 3531A and 3533 to create two offices, two assistant work stations, appropriately sized student lounge together with all required electrical, lighting and data infrastructure.</p>	Provide spaces which will enable Honors leadership and faculty to better serve the needs of Honors Program students from one convenient location to utilize for program planning, events coordination, advising and counselling. Preliminary in-house design concepts were reviewed with Honors Program leadership and faculty. Campus architect has been hired (Perkins + Will). Permits received July 19, 2017. Bidding completed July 24, 2017. Construction is complete and turned over for occupancy mid-February.	\$264,600

College of DuPage Construction Projects Update
June 21, 2018

COMPLETED			
Project Name	Origin/Scope	Anticipated Benefit/Timing	Actual Cost
TEC Learning Commons	<p>Origin: Request from Academic and Learning Commons leadership.</p> <hr/> <p>Scope: Subdivide the existing 1,670-sf reading room into two spaces. Construct a new 1,050-sf Learning Commons by adding a partition with glazing similar to the existing Tilton Learning Commons space in SRC. Provide eight work carrels with computers and individual four-person collaboration tables with seating for forty students/tutors. Additional electrical/data infrastructure will be provided to support check-in activities. The remaining 620-sf will remain a student reading area with seating for sixteen. A 56-sf AV storage room will be created within this space. Existing vending machines will be relocated to the lower level entry lobby.</p>	<p>Academic support Learning Commons space currently does not exist on the west campus. The existing TEC 1016 reading room is underutilized and has sufficient area to serve both needs. Students whose classes are primarily on the west campus are more likely to seek out these services if they are co-located with their classrooms. By subdividing this space, the Learning Commons team could provide centrally located services for students on the west campus. Campus architect has been hired (Cordogan Clark) and construction drawings are complete. Bidding is complete and was approved at the October Board meeting. Construction is complete and turned over for occupancy mid-February.</p>	\$127,310
Public Safety/Student Gallery	<p>Origin: Request from College leadership.</p> <hr/> <p>Scope: Security enhancements to existing SRC dispatch office. Work will include installing new secure doorway at the east end of the dispatch office, together with new service counter cabinetry in the SRC/SSC corridor. All necessary electrical, lighting and data infrastructure will be provided. Gallery work will include installation of new store front glazing systems matching existing, together with the relocation of HVAC supply and return grilles plus new lighting for artwork displays.</p>	<p>Provide improved security and protection to existing dispatch central communication system, more prominent and readily identifiable, centralized location of public safety services. The gallery will provide space for Technology Program students to showcase their design projects and promote the achievements of their programs. Contractor award approved at May 18, 2017 Board Meeting. Gallery complete and turned over to users. Project complete.</p>	\$92,000
HSC Cadaver Lab Upgrades	<p>Origin: Request by Anatomy & Physiology faculty and Health Sciences leadership.</p> <hr/> <p>Scope: Renovate and upgrade existing cadaver lab to include new epoxy flooring, new sealed acoustic ceiling tiles, surgical lighting, ventilation, new stainless steel cabinetry, plumbing, audio visual equipment and dissection tables.</p>	<p>Optimize room layout to improve faculty/student safety and improve teaching environment and ability to expand curriculum offerings. Construction drawings complete. Contractor award approved at May 18, 2017 Board meeting. Construction is substantially complete. Training and close-out anticipated during November 2017. Supplemental HVAC was approved at the October 2017 Board meeting. Project complete.</p>	\$784,584
HSC 1235 Adjunct Office Reconfiguration	<p>Origin: Request from College leadership.</p> <hr/> <p>Scope: Reconfigure existing office workstation plan into an open work space plan similar to those found in BIC 2A07 Adjunct Office, plus add one small conference room and two huddle spaces for one-on-one faculty/student meetings.</p>	<p>Provide spaces which will enable adjunct faculty to conduct one-on-one meetings with students while creating a more open environment for faculty users. Preliminary in-house design concepts were reviewed with College leadership and faculty. Campus architect has been hired (Bailey Edward). Construction drawings are complete. Bidding is complete and was approved at the October Board meeting. Construction complete. Furniture delivered and Project is complete.</p>	\$142,250

College of DuPage Construction Projects Update
June 21, 2018

IN PROGRESS			
Project Name	Origin/Scope	Anticipated Benefit/Timing	Anticipated Cost
Partnership Hall	<p>Origin: Request from College leadership to showcase academic and corporate Partners whom consistently participate with COD to serve our students.</p> <hr/> <p>Scope: SRC/SSC corridor enhancements utilizing a combination of graphic and electronic media displays. The enhancements will provide flexibility for regular updating of materials and participating partnerships.</p>	<p>The enhancements will enable educational and corporate partners to improve the quality of the presentations highlighting their respective offerings to our students and will aid in the recruiting of future COD students by presenting academic and career relationships that exist at COD. Graphic design contract approved by Board March 16, 2017. Stakeholder meetings complete. conceptual designs presented June 6th. Designs were presented to the President October 20th. Bidding complete and presented to the May Board for approval. Anticipated completion September 2018.</p>	\$356,400 (order of magnitude estimate)
SRC 2000 Audio/Visual Upgrades	<p>Origin: Request for improvements from Conference & Events, Multi-Media Services, Employment & Employee Relations, TLC, Admissions & Outreach, Career Services, Student Life, and Public Services,.</p> <hr/> <p>Scope: Improve acoustics, lighting, sound system, electrical distribution/flexibility and projection capabilities, and refit the existing obsolete master control room.</p>	<p>The proposed improvements will correct existing technical deficiencies and improve functionality, flexibility and expand College presentation and event capabilities. The improvements will enable the requesting providers to better serve the needs of students, faculty, staff and community. RFQ/QBS process is complete. Architectural services were approved at the April 20, 2017 Board meeting. Construction drawings are complete. Bidding complete and being presented to the Board for approval. Project is under construction with completion expected to occur before September 28, 2018.</p>	\$1,700,000
SRC North Entrance Replacement	<p>Origin: Request from Facilities, Administration and Public Safety</p> <hr/> <p>Scope: Remove existing deteriorated and obsolete revolving doors and replace with new vestibule and canopy.</p>	<p>Existing revolving doors are deteriorated and difficult to service and cannot be secured or monitored by campus electronic security system. New storefront systems will create a canopy and vestibule providing protection from inclement weather for pedestrians and bus patrons and enable all associated entrance doors to be secured and monitored by the college electronic security system. Contracts were approved at the September 2017 Board meeting. Permits received December 18th. Construction in progress. Completion expected by the end of June 2018 (due to manufacturing and installer issues).</p>	\$584,782
BIC Adjunct Office Expansion	<p>Origin: Reported request from adjunct faculty for student meeting spaces.</p> <hr/> <p>Scope: Expand existing Adjunct Faculty office BIC 2A07 into adjoining small classroom BIC 2500, to provide four additional faculty/student huddle spaces and one supervisor office. All existing classes in BIC 2500 can be rescheduled to alternate locations starting Fall 2018.</p>	<p>Current huddle space in BIC 2A07 (2 conference rooms) and HSC 1235 (zero conference rooms) is insufficient for faculty to meet privately with students. This project will create huddle rooms in which adjunct faculty can schedule time to meet and work with students. Architect hired, construction drawings and bidding complete. Contractor awards approved at the April 2018 Board meeting. Construction expected to commence in June 2018. Construction has commenced with anticipated completion in August 2018.</p>	\$302,400
MAC 153 Renovation	<p>Origin: A request from Academic Leadership to update and remodel the room to meet contemporary teaching needs.</p> <hr/> <p>Scope: Reconfigure seven existing tiers with individual seating into four larger tiers with collaborative seating, power and data to enable student groups to connect to the classroom projector to present their work. Acoustics and finishes will also be improved.</p>	<p>Originally constructed in 1986 to teach theater and lighting, the only upgrades have been to replace worn seats and routine replacement of projection systems. The existing seven tiered space does not allow flexibility to facilitate discussions or other types of pedagogies that do not involve primarily lecture. The renovation from seven tiers to four tiers would lend itself to interactivity between students and provide sufficient workspace and access to power and data to facilitate group projects. The renovation will also improve exiting safety. Construction drawings and bidding complete. Contractor awards approved at the April 2018 Board meeting. Construction projected to start June 2018 due to class schedules. Construction has commenced with anticipated completion in August 2018.</p>	\$295,000 (order of magnitude estimate)

College of DuPage Construction Projects Update
June 21, 2018

IN PROGRESS (contd.)			
Project Name	Origin/Scope	Anticipated Benefit/Timing	Anticipated Cost
SRC Northeast Entrance Replacement	<p>Origin: Request from Facilities, Administration and Public Safety</p> <hr/> <p>Scope: Remove existing deteriorated and obsolete revolving doors and replace with new vestibule and canopy.</p>	Existing revolving doors are deteriorated and difficult to service and cannot be secured or monitored by campus electronic security system. New storefront systems will create a canopy and vestibule providing protection from inclement weather and enable all associated entrance doors to be secured and monitored by the college electronic security system. Bailey Edward Architects selected after obtaining quotes from three architects with whom that college has had satisfactory relationships. Design phase is in progress. Bidding is complete and presented to the June Board for approval. Project completion anticipated in October 2018.	\$343,000 (order of magnitude estimate)
Innovation DuPage	<p>Origin: A request from Continuing Education Leadership.</p> <hr/> <p>Scope: Collaborate with the Village of Glen Ellyn, to provide incubator space by renovating approximately 8,500-sf of the existing Village Administration building.</p>	Create a cooperative business incubator enhancing the services provided by the Colleges Center for Entrepreneurship together with NIU Rev 3 and DuPage Impact. Schematic design complete. Design Development substantially complete. Working with Village and contractor to resolve GMP concerns. Project completion and grand opening may be extended to end of year or beginning of next year due to HVAC and GMP finalization.	TBD (upon completion of bidding)
General Counsel HR Attorney's Office	<p>Origin: A request from College Leadership.</p> <hr/> <p>Scope: Expand existing office suite north into existing service vestibule and portion of adjacent conference room and modify an existing office in order to accommodate construction of one additional office, conference room and secure storage.</p>	Creation of new office and conference space will facilitate the hiring of an HR attorney together with conference space and secure document storage. Construction drawings and bidding complete. Contractor awards approved at May 2018 Board meeting. Construction commenced first week of June. Completion anticipated September 2018.	\$258,180
Library Media Lab Expansion	<p>Origin: Request by Library and Academic leadership</p> <hr/> <p>Scope: Convert and enlarge existing Library classroom SRC 2030 to media lab space. Work will include shifting the east wall approximately six feet east, constructing of two huddle rooms, two media edit booths and providing sixteen edit stations/work carrels.</p>	Increasing demand for existing media lab resources and services has created a need for additional space to provide expert help to patrons and optimize space utilization. Construction drawings are complete. Bidding is complete and presented to June Board for approval. Project completion anticipated October 2018.	\$205,000 (order of magnitude estimate)
Waterleaf 1009C Office Conversion to Food Prep	<p>Origin: Request by Culinary Faculty and Academic Leadership</p> <hr/> <p>Scope: Convert existing former Purchasing/Market office 1009E to food preparation by adding food prep counter, stain resistant wall materials, electrical for slicers, grinders, etc., plus utensil sink and hand sink.</p>	Provide increased food preparation for an area that is currently too cramped to properly serve current needs of students taking classes in the Waterleaf kitchen. Construction drawings are complete. Bidding is complete and presented to June Board for approval. Project completion anticipated September 2018.	\$100,000 (order of magnitude estimate)
Hire-Ed Office & Planning Room	<p>Origin: Request by College Leadership</p> <hr/> <p>Scope: Convert existing conference/planning room SRC 2137 into an office for the new Hire-Ed program executive. Construct new glazed planning room in open reception area of SRC 2135.</p>	Provides new executive position with close proximity and access to President. Replicating planning room prevents loss of functional space for Cabinet level planning activities. Construction drawings and bidding complete. Contractor awards approved at the May 2018 Board. Completion anticipated in October 2018.	\$130,000 (order of magnitude estimate)

College of DuPage Construction Projects Update
June 21, 2018

PROPOSED			
Project Name	Origin/Scope	Anticipated Benefit/Timing	Anticipated Cost
Beem Building Renovation	Origin: Request by College Leadership. Scope: Renovate existing daycare center and early childhood classrooms into administrative offices for Marketing, Business Affairs/Purchasing and Planning and Research uses.	Relocate existing administrative functions currently located on the first floor of BIC in order to free up space for the eventual location of Pathways Program spaces. Proposals for architectural services are presented to the June Board for approval. Construction expected to commence in late January with anticipated completion in June 2019.	\$5,030,100 (order of magnitude estimate)
BIC Renovation for ECEC Program	Origin: Request by College and Academic Leadership. Scope: Renovate existing BIC classrooms #2561, 2565 and 2575 to replicate ECEC Program instructional spaces currently located in the Beem Building.	Relocation of instruction spaces currently located in the Beem Building will enable the ECEC program to continue instruction while at the same time vacating existing space in Beem Building to allow for the renovation of the Beem Building into administrative uses. Architectural proposals are being solicited. Construction anticipated to commence in October with completion anticipated in Early January 2019.	TBD

DEFERRED/CANCELLED			
Project Name	Origin/Scope	Anticipated Benefit and Reason for Deferment or Cancellation	Anticipated Cost
Field Studies Storage Facility (Deferred)	Origin: Request by Field Studies program leadership Scope: Design and construct a field storage facility of unconfirmed size to house program equipment.	Enable program faculty to consolidate equipment currently contained in multiple on-and off-campus locations into a single on-campus facility. Facility would enable staff to make repairs and train. Reason for deferment: May be more efficient to incorporate into other construction.	\$621,000 (order of magnitude estimate)
BIC/SSC Misc. Office/Dept. Relocations/Upgrades (Hold)	Origin: Request by Academic Affairs and Student Affairs leadership Scope: Redesign and reconfiguration/reallocation of space within BIC and SSC surrounding the SSC Atrium.	Enable a more efficient and logical grouping of related spaces to improve operating efficiency. Reason for hold: Concept being revisited.	\$360,000 (order of magnitude estimate)
SSC 2201 Development Office	Origin: A request from the President and Student Affairs Leadership. Scope: Converting the existing meeting space into offices for Institutional Advancement. Work will include two offices, associate administrative work stations and a waiting and display area for promotional materials.	The new space will provide a more inviting and welcoming location and environment to introduce prospective donors and supporting patrons to the College of DuPage. Campus Architect hired, construction drawings in progress. Project on hold pending further consideration.	\$302,115



**COLLEGE OF DUPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. SUBJECT

Adoption of FY2019 Budget.

2. REASON FOR CONSIDERATION

In accordance with Board Policy 5-15, Responsibilities of the Board and Board Policy 10-30, Annual Budget; Board of Trustees' approval is required of the attached Resolution for the adoption of the College's FY2019 Budget.

3. BACKGROUND INFORMATION

The Resolution for the adoption of the budget is approved annually by the Board of Trustees and then submitted to DuPage, Cook, and Will Counties, and the Illinois Community College Board. This Resolution is supplemented by the budget statements distributed at the May 10, 2018 Board Meeting, showing amounts by object and function for each fund.

The Notice of Public Hearing was advertised in the following newspapers:

Central Cook Suburban	May 9, 2018
Will South Reporter	May 9, 2018
Central DuPage	May 10, 2018
East DuPage	May 11, 2018
Daily Herald	May 14, 2018

A budget hearing was held on Thursday, June 21, 2018, at 6:45 p.m., allowing the public to comment on the proposed FY2019 Budget.

4. RECOMMENDATION

That the Board of Trustees approves the attached Resolution for the Adoption of the FY2019 Budget.

Staff Contact: Brian Caputo, Vice President, Administration & Treasurer
Robert Hayley, Budget Manager

RESOLUTION
COMMUNITY COLLEGE DISTRICT BUDGET FORM
STATE OF ILLINOIS
For Fiscal Year Beginning July 1, 2018

Budget for College of DuPage, Community College District No. 502, Counties of DuPage, Cook and Will and State of Illinois for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

WHEREAS the Board of Trustees of Community College District No. 502, Counties of DuPage, Cook and Will and State of Illinois, caused to be prepared in tentative form, a budget, and the Secretary of this Board of Trustees has made the same conveniently available for public inspection for at least thirty (30) days prior to final action thereon:

AND WHEREAS a public hearing was held as to such budget on the 21st of June, 2018, notice of said hearing was given at least thirty (30) days prior thereto as required by law and all other legal requirement compiled with:

NOW THEREFORE, Be it Resolved by the Board of Trustees of said District as follows:

Section 1: That the fiscal year of the Community College District be and the same hereby is fixed and declared to the beginning July 1, 2018 and ending June 30, 2019.

Section 2: That the following budget containing an estimate of amounts available in each fund, separately, and expenditures for each be and the same is hereby adopted as the budget of this Community College District No. 502 for the said fiscal year:

FUND	REVENUES & TRANSFERS IN	EXPENDITURES & TRANSFERS OUT
Education	\$ 158,236,226	\$ 164,972,113
Operations and Maintenance	15,669,293	17,210,263
Restricted Purpose	111,523,365	111,523,365
Bond and Interest	29,576,603	31,503,280
Operations and Maintenance Restricted	4,158,496	21,791,338
Auxiliary Enterprises	12,399,311	13,564,755
Working Cash	65,000	7,000
Total	\$ 331,628,294	\$ 360,572,114

ATTEST:

Signed this _____ day of _____, 2018.

Chairman, Board of Trustees
Community College District No. 502,
Counties of DuPage, Cook and Will and
State of Illinois

SEAL

ADOPTION OF BUDGET

For the Fiscal Year July 1, 2018 – June 30, 2019

The Budget must be approved and signed below by the members of the Community College Board of Trustees.

Adopted this _____ of _____, 2018 by a roll call vote of _____ yeas, and _____ nays, to wit:

Members Voting Yea:

Members Voting Nay:

SIGNATURE PAGE
ADOPTION OF FY2019 BUDGET

ITEM(S) ON REQUEST

That the Board of Trustees approves the attached Resolution for the adoption of the FY2019 Budget.

Vice President, Administration and Treasurer

Date

President

Date



CONSENT AGENDA

- a. Illinois Prevailing Wage Act Resolution**
- b. Compliance Training**
- c. Internet Recruitment Advertising**
- d. Athletic Training Services**
- e. Library Vendors – FY2019**
- f. Library Consortium Purchases – FY2019**
- g. Library Sole Source – FY2019**
- h. AT&T IPFlex Telephone Service Agreement**
- i. IT Maintenance Contracts**
- j. Facilities Consolidated Maintenance Contracts**
- k. Telephone System Maintenance and Support Services**
- l. MAC Comcast Spotlight LLC Advertising**
- m. RAMP Document**
- n. Minutes of the May 10, 2018 Special Board Meeting**
- o. Marketing Project Management Software**
- p. Postage for the Second Issue of *Engage***

- q. Annual Agency Advertising Purchase with Zehnder**
- r. Online Course Tuition Increase for Non-residents of District 502**
- s. Lead-free Ammunition – FY2019**
- t. Contract with Educational Partner Bruce A. Sokolove, d/b/a Field Training Associates**
- u. Certified Personal Trainer Program with S.F. & Wellness, Inc., d/b/a World Instructor Training Schools (W.I.T.S.)**
- v. Project Management Training from Institute for Leadership Excellence & Development, Inc.**
- w. Six Sigma Training from Educational Partner fkiQuality, LLC**
- x. Fortinet 3000D Security Appliance Bundle**
- y. Virtual Agent Solution**
- z. Ellucian Software Maintenance Agreement**
- aa. Media Monitoring, Database and Press Release Distribution**
- bb. Freelance News Bureau Photography Services**
- cc. Window Cleaning Services**
- dd. Culinary and Hospitality Center – Kitchen Prep Room**
- ee. Education Office and Planning Conference Area –**

Student Resource Center

- ff. Educational Executive Office Renovation Glass Partition**
- gg. Janitorial Supplies Purchase**
- hh. Library Media Room Project – Student Resource Center**
- ii. PEC Arena Divider Curtains – Rebid**
- jj. Regional Centers Landscaping Maintenance**
- kk. Student Resource Center (SRC) Door #2 Entrance Remodel**
- ll. MAC Marketing Funding Increase (Carol Fox & Associates)**
- mm. A.D.N. Testing Services (Elsevier)**
- nn. Architectural Services for the Beem Building Renovation Project**
- oo. Property, General Liability, Student Malpractice, Directors and Officers, Worker’s Compensation, Athletic Accidence Coverage and Athletic Catastrophic Insurance Renewal**
- pp. Stivers Temporary Staffing**
- qq. Approval of President Rondeau’s Business Expense Report**
- rr. MAC Touring Artist Contracts**

- ss. MAC Tribune Media Group Advertising**
- tt. Retention of Akerman LLP**
- uu. Intergovernmental Agreement with Districts 87 and 89**
- vv. FY2018 Operational Funding for Innovation DuPage**
- ww. Reimbursement Expenses for Dr. Ann Rondeau**
- xx. Approval for Trustee to attend ACCT Leadership Conference**
- yy. Personnel Action Items**
- zz. Financial Reports**



**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Illinois Prevailing Wage Act Resolution.

2. **REASON FOR CONSIDERATION**

The adoption and publication of this resolution is required by law.

3. **BACKGROUND INFORMATION**

Effective July 1, 1987, College of DuPage is required to comply with the annual requirements and other provisions of the Illinois Prevailing Wage Act (Ill. Rev. Stat. 820 ILCS 130/1 et. al.). The Illinois Department of Labor has stated that during the month of June of each calendar year, each public body must investigate and ascertain the prevailing rate of wages for its area for new construction and maintenance work performed by employees of contractors and sub-contractors engaged in public works and publicly post or keep available these rates for inspection by any interested party. In addition to passing the resolution for establishing the prevailing rate for DuPage County, a certified copy must be filed with the Illinois Department of Labor, and a notice of this resolution must be published in a DuPage county area newspaper.

The 2017 rates are still in effect until the Illinois Department of Labor publishes 2018 rates. The College has elected to adopt the published rate of the Illinois Department of Labor as it would not be cost-effective to conduct an independent study.

4. **RECOMMENDATION**

That the Board of Trustees adopt the resolution regarding the prevailing wage rates for DuPage County in accordance with Illinois Prevailing Wage Act (Ill. Rev. Stat. 820 ILCS 130/1 et. al.).

Staff Contact: Brian W. Caputo, Vice President, Administrative Affairs and Treasurer
Bruce Schmiedl, Director, Facilities
Ellen Roberts, Director, Business Affairs
Jacoby Radford, Manager, Purchasing

SIGNATURE PAGE FOR
ILLINOIS PREVAILING WAGE ACT RESOLUTION

ITEM(S) ON REQUEST

That the Board of Trustees adopt the resolution regarding the prevailing wage rates for DuPage County in accordance with Illinois Prevailing Wage Act (Ill. Rev. Stat. 820 ILCS 130/1 et. al.).

Board Chair

Date

Secretary

Date

**RESOLUTION
OF COMMUNITY COLLEGE DISTRICT NO. 502, COUNTIES OF DuPAGE, COOK, & WILL
& STATE
OF ILLINOIS, DuPAGE COUNTY, ILLINOIS, ASCERTAINING THE PREVAILING RATE OF
WAGES
FOR LABORERS, WORKMEN AND MECHANICS EMPLOYED ON PUBLIC WORKS OF
SAID DISTRICT**

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 any one under contract for public works," approved June 26, 1941, as amended (Ill. Rev. Stat. 820 ILCS 130/1 et. al.) (the "Prevailing Wage Act"); and

WHEREAS, the Prevailing Wage Act requires that, during the month of June of each calendar year, Community College District No. 502, Counties of DuPage, Cook, and Will, and State of Illinois, Glen Ellyn, Illinois, 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 No. 502, employed in performing construction of public works for said Community College District No. 502; and

WHEREAS, the Prevailing Wage Act states that, if a public body does not independently investigate and ascertain the prevailing rate of wages as required by the previous paragraph, then the prevailing rate of wages for that public body shall be the rate as determined by the Illinois Department of Labor; and

WHEREAS, it would be cost-prohibitive for Community College District No. 502 to independently and provably ascertain the prevailing rate of wages in its locality instead of relying upon the rate determined by the Illinois Department of Labor;

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF
COMMUNITY COLLEGE DISTRICT NO. 502, COUNTIES OF DuPAGE, COOK, AND WILL,
AND STATE OF ILLINOIS:**

SECTION 1: To the extent and as required by the Prevailing Wage Act, the general prevailing rate of wages in this locality for laborers, mechanics, and other workers engaged in construction of public works coming under the jurisdiction of Community College District No. 502 is hereby ascertained to be the same as the prevailing rate of wages for construction work in DuPage County area as determined by the Illinois Department of Labor as of June of each year, a copy of that determination being attached hereto and incorporated herein by reference. As required by the Prevailing Wage 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 the Community College District No. 502. The definition of any terms appearing in this Resolution which are also used in the Prevailing Wage 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 construction of Community College District No. 502 to the extent required by the Prevailing Wage Act.

SECTION 3: The Secretary of the Community College District No. 502 Board of Trustees, or her designee, shall publicly post or keep available for inspection by any interested party in the main office of Community College District No. 502 this determination or any revisions of such prevailing rate of wages then in effect shall be attached to all contract specifications.

SECTION 4: The Secretary of the Community College District No. 502 Board of Trustees, or her designee, 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 their names and addresses, requesting copies of any determination stating the particular rates and the particular class of workers whose wages will be affected by such rates.

SECTION 5: The Secretary of the Community College District No. 502 Board of Trustees, or her designee, shall promptly file a certified copy of this resolution with the Illinois Department of Labor.

SECTION 6: The Secretary of the Community College District No. 502 Board of Trustees, or her designee, 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.

PASSED THIS 21st DAY OF JUNE, 2018.

Chair – Board of Trustees

Secretary – Board of Trustees

STATE OF ILLINOIS)
COUNTY OF DuPAGE) S.S.
COMMUNITY COLLEGE)
DISTRICT NO. 502)

CERTIFICATE

I, Christine M. Fenne, DO HEREBY CERTIFY THAT I am the Secretary, Board of Trustees, for Community College District No. 502, Counties of DuPage, Cook, and Will, and State of Illinois; that the foregoing is a true and correct copy of a Resolution passed by the Board of Trustees of Community College District No. 502, being entitled: **A RESOLUTION OF COMMUNITY COLLEGE DISTRICT NO. 502 COUNTIES OF DuPAGE, COOK, AND WILL, AND STATE OF ILLINOIS, DuPAGE COUNTY, ILLINOIS, ASCERTAINING THE PREVAILING RATE OF WAGES FOR LABORERS, WORKMEN AND MECHANICS EMPLOYED ON PUBLIC WORKS OF SAID DISTRICT**, at a regular meeting held on the 21st day of June, 2018, the resolution being a part of the official records of Community College District No. 502, Counties of DuPage, Cook, and Will, and State of Illinois.

DATED THIS 21st DAY OF JUNE 2018.

Christine M. Fenne
Secretary – Board of Trustees
Community College District No. 502, Counties
of DuPage, Cook, and Will, and State of Illinois

**Prevailing Wage rates for
DuPage County effective
Sept. 1, 2017**

Trade Title	Region	Type	Class	Base Wage	Fore-man Wage	M-F OT	OSA	OSH	H/W	Pension	Vacation	Training
ASBESTOS ABT-GEN	ALL	ALL		41.20	42.20	1.5	1.5	2	14.65	12.32	0.00	0.50
ASBESTOS ABT-MEC	ALL	BLD		37.46	39.96	1.5	1.5	2	11.62	11.06	0.00	0.72
BOILERMAKER	ALL	BLD		48.49	52.86	2	2	2	6.97	19.61	0.00	0.90
BRICK MASON	ALL	BLD		45.38	49.92	1.5	1.5	2	10.45	16.68	0.00	0.90
CARPENTER	ALL	ALL		46.35	48.35	1.5	1.5	2	11.79	18.87	0.00	0.63
CEMENT MASON	ALL	ALL		44.25	46.25	2	1.5	2	14.00	17.16	0.00	0.92
CERAMIC TILE FNSHER	ALL	BLD		38.56	38.56	1.5	1.5	2	10.65	11.18	0.00	0.68
COMMUNICATION TECH	ALL	BLD		33.38	36.18	1.5	1.5	2	12.35	19.21	1.45	0.61
ELECTRIC PWR EQMT OP	ALL	ALL		37.89	51.48	1.5	1.5	2	5.00	11.75	0.00	0.38
ELECTRIC PWR EQMT OP	ALL	HWY		41.45	56.38	1.5	1.5	2	5.50	12.87	0.00	0.73
ELECTRIC PWR GRNDMAN	ALL	ALL		29.30	51.48	1.5	1.5	2	5.00	9.09	0.00	0.29
ELECTRIC PWR GRNDMAN	ALL	HWY		32.00	56.38	1.5	1.5	2	5.50	9.92	0.00	0.66
ELECTRIC PWR LINEMAN	ALL	ALL		45.36	51.48	1.5	1.5	2	5.00	14.06	0.00	0.45
ELECTRIC PWR LINEMAN	ALL	HWY		49.67	56.38	1.5	1.5	2	5.50	15.40	0.00	0.88
ELECTRIC PWR TRK DRV	ALL	ALL		30.34	51.48	1.5	1.5	2	5.00	9.40	0.00	0.30
ELECTRIC PWR TRK DRV	ALL	HWY		33.14	56.38	1.5	1.5	2	5.50	10.29	0.00	0.59
ELECTRICIAN	ALL	BLD		39.26	43.26	1.5	1.5	2	12.35	22.08	4.93	0.68
ELEVATOR CONSTRUCTOR	ALL	BLD		51.94	58.43	2	2	2	14.43	14.96	4.16	0.90
FENCE ERECTOR	NE	ALL		39.58	41.58	1.5	1.5	2	13.40	13.90	0.00	0.40
FENCE ERECTOR	W	ALL		45.06	48.66	2	2	2	10.52	20.76	0.00	0.70
GLAZIER	ALL	BLD		42.45	43.95	1.5	1.5	2	14.04	20.14	0.00	0.94
HT/FROST INSULATOR	ALL	BLD		50.50	53.00	1.5	1.5	2	12.12	12.96	0.00	0.72
IRON WORKER	E	ALL		47.33	49.33	2	2	2	14.15	22.39	0.00	0.35
IRON WORKER	W	ALL		45.61	49.25	2	2	2	11.52	22.65	0.00	0.81
LABORER	ALL	ALL		41.20	41.95	1.5	1.5	2	14.65	12.32	0.00	0.50

LATHER	ALL	ALL		46.35	48.35	1.5	1.5	2	11.79	18.87	0.00	0.63
MACHINIST	ALL	BLD		47.56	50.06	1.5	1.5	2	7.05	8.95	1.85	1.47
MARBLE FINISHERS	ALL	ALL		33.95	33.95	1.5	1.5	2	10.45	15.52	0.00	0.47
MARBLE MASON	ALL	BLD		44.63	49.09	1.5	1.5	2	10.45	16.28	0.00	0.59
MATERIAL TESTER I	ALL	ALL		31.20	31.20	1.5	1.5	2	14.65	12.32	0.00	0.50
MATERIALS TESTER II	ALL	ALL		36.20	36.20	1.5	1.5	2	14.65	12.32	0.00	0.50
MILLWRIGHT	ALL	ALL		46.35	48.35	1.5	1.5	2	11.79	18.87	0.00	0.63
OPERATING ENGINEER	ALL	BLD	1	50.10	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	BLD	2	48.80	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	BLD	3	46.25	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	BLD	4	44.50	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	BLD	5	53.85	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	BLD	6	51.10	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	BLD	7	53.10	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	FLT		38.00	38.00	1.5	1.5	2	18.05	13.60	1.90	1.30
OPERATING ENGINEER	ALL	HWY	1	48.30	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	HWY	2	47.75	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	HWY	3	45.70	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	HWY	4	44.30	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	HWY	5	43.10	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	HWY	6	51.30	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	HWY	7	49.30	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
ORNAMNTL IRON WORKER	E	ALL		46.75	49.25	2	2	2	13.90	19.79	0.00	0.75
ORNAMNTL IRON WORKER	W	ALL		45.06	48.66	2	2	2	10.52	20.76	0.00	0.70
PAINTER	ALL	ALL		44.18	46.18	1.5	1.5	1.5	10.30	8.20	0.00	1.35
PAINTER SIGNS	ALL	BLD		37.45	42.05	1.5	1.5	2	2.60	3.18	0.00	0.00
PILEDRIVER	ALL	ALL		46.35	48.35	1.5	1.5	2	11.79	18.87	0.00	0.63
PIPEFITTER	ALL	BLD		47.50	50.50	1.5	1.5	2	10.05	17.85	0.00	2.12
PLASTERER	ALL	BLD		42.75	45.31	1.5	1.5	2	14.00	15.71	0.00	0.89
PLUMBER	ALL	BLD		49.25	52.20	1.5	1.5	2	14.34	13.35	0.00	1.28

ROOFER	ALL	BLD		42.30	45.30	1.5	1.5	2	9.08	12.14	0.00	0.58
SHEETMETAL WORKER	ALL	BLD		45.77	47.77	1.5	1.5	2	10.65	14.10	0.00	0.82
SPRINKLER FITTER	ALL	BLD		47.20	49.20	1.5	1.5	2	12.25	11.55	0.00	0.55
STEEL ERECTOR	E	ALL		42.07	44.07	2	2	2	13.45	19.59	0.00	0.35
STEEL ERECTOR	W	ALL		45.06	48.66	2	2	2	10.52	20.76	0.00	0.70
STONE MASON	ALL	BLD		45.38	49.92	1.5	1.5	2	10.45	16.68	0.00	0.90
TERRAZZO FINISHER	ALL	BLD		40.54	40.54	1.5	1.5	2	10.65	12.76	0.00	0.73
TERRAZZO MASON	ALL	BLD		44.38	47.88	1.5	1.5	2	10.65	14.15	0.00	0.82
TILE MASON	ALL	BLD		45.49	49.49	1.5	1.5	2	10.65	13.88	0.00	0.86
TRAFFIC SAFETY WRKR	ALL	HWY		33.50	35.10	1.5	1.5	2	8.10	7.62	0.00	0.25
TRUCK DRIVER	ALL	ALL	1	36.30	36.85	1.5	1.5	2	8.10	9.76	0.00	0.15
TRUCK DRIVER	ALL	ALL	2	36.45	36.85	1.5	1.5	2	8.10	9.76	0.00	0.15
TRUCK DRIVER	ALL	ALL	3	36.65	36.85	1.5	1.5	2	8.10	9.76	0.00	0.15
TRUCK DRIVER	ALL	ALL	4	36.85	36.85	1.5	1.5	2	8.10	9.76	0.00	0.15
TUCK POINTER	ALL	BLD		44.17	45.17	1.5	1.5	2	10.45	15.04	0.00	0.88

Legend

M-F OT Unless otherwise noted, OT pay is required for any hour greater than 8 worked each day, Mon through Fri. The number listed is the multiple of the base wage.

OSA Overtime pay required for every hour worked on Saturdays

OSH Overtime pay required for every hour worked on Sundays and Holidays

H/W Health/Welfare benefit

Explanations DUPAGE COUNTY

IRON WORKERS AND FENCE ERECTOR (WEST) - West of Route 53.

The following list is considered as those days for which holiday rates of wages for work performed apply: New Years Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Day and Veterans Day in some classifications/counties. Generally, any of these holidays which fall on a Sunday is celebrated on the following Monday. This then makes work performed on that Monday payable at the appropriate overtime rate for holiday pay. Common practice in a given local may alter certain days of celebration. If in doubt, please check with IDOL.

EXPLANATION OF CLASSES

ASBESTOS - GENERAL - removal of asbestos material/mold and hazardous materials from any place in a building, including mechanical systems where those mechanical systems are to be removed. This includes the removal of asbestos materials/mold and hazardous materials from ductwork or pipes in a building when the building is to be demolished at the time or at some close future date.

ASBESTOS - MECHANICAL - removal of asbestos material from mechanical systems, such as pipes, ducts, and boilers, where the mechanical systems are to remain.

TRAFFIC SAFETY - work associated with barricades, horses and drums used to reduce lane usage on highway work, the installation and removal of temporary lane markings, and the installation and removal of temporary road signs.

CERAMIC TILE FINISHER

The grouting, cleaning, and polishing of all classes of tile, whether for interior or exterior purposes, all burned, glazed or unglazed products; all composition materials, granite tiles, warning detectable tiles, cement tiles, epoxy composite materials, pavers, glass, mosaics, fiberglass, and all substitute materials, for tile made in tile-like units; all mixtures in tile like form of cement, metals, and other materials that are for and intended for use as a finished floor surface, stair treads, promenade roofs, walks, walls, ceilings, swimming pools, and all other places where tile is to form a finished interior or exterior. The mixing of all setting mortars including but not limited to thin-set mortars, epoxies, wall mud, and any other sand and cement mixtures or adhesives when used in the preparation, installation, repair, or maintenance of tile and/or similar materials. The handling and unloading of all sand, cement, lime, tile, fixtures, equipment, adhesives, or any other materials to be used in the preparation, installation, repair, or maintenance of tile and/or similar materials. Ceramic Tile Finishers shall fill all joints and voids regardless of method on all tile work, particularly and especially after installation of said tile work. Application of any and all protective coverings to all types of tile installations including, but not be limited to, all soap compounds, paper products, tapes, and all polyethylene coverings, plywood, masonite, cardboard, and any new type of products that may be used to protect tile installations, Blastrac equipment, and all floor scarifying equipment used in preparing floors to receive tile. The clean up and removal of all waste and materials. All demolition of existing tile floors and walls to be re-tiled.

COMMUNICATIONS TECHNICIAN

Low voltage installation, maintenance and removal of telecommunication facilities (voice, sound, data and video) including telephone and data inside wire, interconnect, terminal equipment, central offices, PABX, fiber optic cable and equipment, micro waves, V-SAT, bypass, CATV, WAN (wide area networks), LAN (local area networks), and ISDN (integrated system digital network), pulling of wire in raceways, but not the installation of raceways.

MARBLE FINISHER

Loading and unloading trucks, distribution of all materials (all stone, sand, etc.), stocking of floors with material, performing all rigging for heavy work, the handling of all material that may be needed for the installation of such materials, building of scaffolding, polishing if needed, patching, waxing of material if damaged, pointing up, caulking, grouting and cleaning of marble, holding water on diamond or Carborundum blade or saw for setters cutting, use of tub saw or any other saw needed for preparation of material, drilling of holes for wires that anchor material set by setters, mixing up of molding plaster for installation of material, mixing up thin set for the installation of material, mixing up of sand to cement for the installation of material and such other work as may be required in helping a Marble Setter in the handling of all material in the erection or installation of interior marble, slate, travertine, art marble, serpentine, alberene stone, blue stone, granite and other stones (meaning as to stone any foreign or domestic materials as are specified and used in building interiors and exteriors and customarily known as stone in the trade), carrara, sanionyx, vitrolite and similar opaque glass and the laying of all marble tile, terrazzo tile, slate tile and precast tile, steps, risers treads, base, or any other materials that may be used as substitutes for any of the aforementioned materials and which are used on interior and exterior which are installed in a similar manner.

MATERIAL TESTER I: Hand coring and drilling for testing of materials; field inspection of uncured concrete and asphalt.

MATERIAL TESTER II: Field inspection of welds, structural steel, fireproofing, masonry, soil, facade, reinforcing steel, formwork, cured concrete, and concrete and asphalt batch plants; adjusting proportions of bituminous mixtures.

OPERATING ENGINEER - BUILDING

Class 1. Asphalt Plant; Asphalt Spreader; Autograde; Backhoes with Caisson Attachment; Batch Plant; Benoto (requires Two Engineers); Boiler and Throttle Valve; Caisson Rigs; Central Redi-Mix Plant; Combination Back Hoe Front End-loader Machine; Compressor and Throttle Valve; Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Conveyor (Truck Mounted); Concrete Paver Over 27E cu. ft; Concrete Paver 27E cu. ft. and Under; Concrete Placer; Concrete Placing Boom; Concrete Pump (Truck Mounted); Concrete Tower; Cranes, All; Cranes, Hammerhead; Cranes, (GCI and similar Type); Creter Crane; Spider Crane; Crusher, Stone, etc.; Derricks, All; Derricks, Traveling; Formless Curb and Gutter Machine; Grader, Elevating; Grouting Machines; Heavy Duty Self-Propelled Transporter or Prime Mover; Highlift Shovels or Front Endloader 2-1/4 yd. and over; Hoists, Elevators, outside type rack and pinion and similar machines; Hoists, One, Two and Three Drum; Hoists, Two Tugger One Floor; Hydraulic Backhoes; Hydraulic Boom Trucks; Hydro Vac (and similar equipment); Locomotives, All; Motor Patrol; Lubrication Technician; Manipulators; Pile Drivers and Skid Rig; Post Hole Digger; Pre-Stress Machine; Pump Cretes Dual Ram; Pump Cretes: Squeeze Cretes-Screw Type Pumps; Gypsum Bulker and Pump; Raised and Blind Hole Drill; Roto Mill Grinder; Scoops - Tractor Drawn; Slip-Form Paver; Straddle Buggies; Operation of Tie Back Machine; Tournapull; Tractor with Boom and Side Boom; Trenching Machines.

Class 2. Boilers; Broom, All Power Propelled; Bulldozers; Concrete Mixer (Two Bag and Over); Conveyor, Portable; Forklift Trucks; Highlift Shovels or Front Endloaders under 2-1/4 yd.; Hoists, Automatic; Hoists, Inside Elevators; Hoists, Sewer Dragging Machine; Hoists, Tugger Single Drum;

Laser Screed; Rock Drill (Self-Propelled); Rock Drill (Truck Mounted); Rollers, All; Steam Generators; Tractors, All; Tractor Drawn Vibratory Roller; Winch Trucks with "A" Frame.

Class 3. Air Compressor; Combination Small Equipment Operator; Generators; Heaters, Mechanical; Hoists, Inside Elevators (remodeling or renovation work); Hydraulic Power Units (Pile Driving, Extracting, and Drilling); Pumps, over 3" (1 to 3 not to exceed a total of 300 ft.); Low Boys; Pumps, Well Points; Welding Machines (2 through 5); Winches, 4 Small Electric Drill Winches.

Class 4. Bobcats and/or other Skid Steer Loaders; Oilers; and Brick Forklift.

Class 5. Assistant Craft Foreman.

Class 6. Gradall.

Class 7. Mechanics; Welders.

OPERATING ENGINEERS - HIGHWAY CONSTRUCTION

Class 1. Asphalt Plant; Asphalt Heater and Planer Combination; Asphalt Heater Scarfire; Asphalt Spreader; Autograder/GOMACO or other similar type machines; ABG Paver; Backhoes with Caisson Attachment; Ballast Regulator; Belt Loader; Caisson Rigs; Car Dumper; Central Redi-Mix Plant; Combination Backhoe Front Endloader Machine, (1 cu. yd. Backhoe Bucket or over or with attachments); Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Paver over 27E cu. ft.; Concrete Placer; Concrete Tube Float; Cranes, all attachments; Cranes, Tower Cranes of all types: Creter Crane; Spider Crane; Crusher, Stone, etc.; Derricks, All; Derrick Boats; Derricks, Traveling; Dredges; Elevators, Outside type Rack & Pinion and Similar Machines; Formless Curb and Gutter Machine; Grader, Elevating; Grader, Motor Grader, Motor Patrol, Auto Patrol, Form Grader, Pull Grader, Subgrader; Guard Rail Post Driver Truck Mounted; Hoists, One, Two and Three Drum; Heavy Duty Self-Propelled Transporter or Prime Mover; Hydraulic Backhoes; Backhoes with shear attachments up to 40' of boom reach; Lubrication Technician; Manipulators; Mucking Machine; Pile Drivers and Skid Rig; Pre-Stress Machine; Pump Cretes Dual Ram; Rock Drill - Crawler or Skid Rig; Rock Drill - Truck Mounted; Rock/Track Tamper; Roto Mill Grinder; Slip-Form Paver; Snow Melters; Soil Test Drill Rig (Truck Mounted); Straddle Buggies; Hydraulic Telescoping Form (Tunnel); Operation of Tieback Machine; Tractor Drawn Belt Loader; Tractor Drawn Belt Loader (with attached pusher - two engineers); Tractor with Boom; Tractaire with Attachments; Traffic Barrier Transfer Machine; Trenching; Truck Mounted Concrete Pump with Boom; Raised or Blind Hole Drills (Tunnel Shaft); Underground Boring and/or Mining Machines 5 ft. in diameter and over tunnel, etc; Underground Boring and/or Mining Machines under 5 ft. in diameter; Wheel Excavator; Widener (APSCO).

Class 2. Batch Plant; Bituminous Mixer; Boiler and Throttle Valve; Bulldozers; Car Loader Trailing Conveyors; Combination Backhoe Front Endloader Machine (Less than 1 cu. yd. Backhoe Bucket or over or with attachments); Compressor and Throttle Valve; Compressor, Common Receiver (3); Concrete Breaker or Hydro Hammer; Concrete Grinding Machine; Concrete Mixer or Paver 7S Series to and including 27 cu. ft.;

Concrete Spreader; Concrete Curing Machine, Burlap Machine, Belting Machine and Sealing Machine; Concrete Wheel Saw; Conveyor Muck Cars (Haglund or Similar Type); Drills, All; Finishing Machine - Concrete; Highlift Shovels or Front Endloader; Hoist - Sewer Dragging Machine; Hydraulic Boom Trucks (All Attachments); Hydro-Blaster; Hydro Excavating (excluding hose work); Laser Screed; All Locomotives, Dinky; Off-Road Hauling Units (including articulating) Non Self-Loading Ejection Dump; Pump Cretes: Squeeze Cretes - Screw Type Pumps, Gypsum Bulker and Pump; Roller, Asphalt; Rotary Snow Plows; Rototiller, Seaman, etc., self-propelled; Self-Propelled Compactor; Spreader - Chip - Stone, etc.; Scraper - Single/Twin Engine/Push and Pull; Scraper - Prime Mover in Tandem (Regardless of Size); Tractors pulling attachments, Sheeps Foot, Disc, Compactor, etc.; Tug Boats.

Class 3. Boilers; Brooms, All Power Propelled; Cement Supply Tender; Compressor, Common Receiver (2); Concrete Mixer (Two Bag and Over); Conveyor, Portable; Farm-Type Tractors Used for Mowing, Seeding, etc.; Forklift Trucks; Grouting Machine; Hoists, Automatic; Hoists, All Elevators; Hoists, Tugger Single Drum; Jeep Diggers; Low Boys; Pipe Jacking Machines; Post-Hole Digger; Power Saw, Concrete Power Driven; Pug Mills; Rollers, other than Asphalt; Seed and Straw Blower; Steam Generators; Stump Machine; Winch Trucks with "A" Frame; Work Boats; Tamper-Form-Motor Driven.

Class 4. Air Compressor; Combination - Small Equipment Operator; Directional Boring Machine; Generators; Heaters, Mechanical; Hydraulic Power Unit (Pile Driving, Extracting, or Drilling); Light Plants, All (1 through 5); Pumps, over 3" (1 to 3 not to exceed a total of 300 ft.); Pumps, Well Points; Vacuum Trucks (excluding hose work); Welding Machines (2 through 5); Winches, 4 Small Electric Drill Winches.

Class 5. SkidSteer Loader (all); Brick Forklifts; Oilers.

Class 6. Field Mechanics and Field Welders

Class 7. Dowell Machine with Air Compressor; Gradall and machines of like nature.

OPERATING ENGINEER - FLOATING

Diver. Diver Wet Tender, Diver Tender, ROV Pilot, ROV Tender

TRUCK DRIVER - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION

Class 1. Two or three Axle Trucks. A-frame Truck when used for transportation purposes; Air Compressors and Welding Machines, including those pulled by cars, pick-up trucks and tractors; Ambulances; Batch Gate Lockers; Batch Hopperman; Car and Truck Washers; Carry-alls; Fork Lifts and Hoists; Helpers; Mechanics Helpers and Greasers; Oil Distributors 2-man operation; Pavement Breakers; Pole Trailer, up to 40 feet; Power Mower Tractors; Self-propelled Chip Spreader; Skipman; Slurry Trucks, 2-man operation; Slurry Truck Conveyor Operation, 2 or 3 man; Teamsters; Unskilled Dumpman; and Truck Drivers hauling warning lights, barricades, and portable toilets on the job site.

Class 2. Four axle trucks; Dump Crets and Adgetors under 7 yards; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnapulls or Turnatrailers when pulling other than self-loading equipment or similar equipment under 16 cubic yards; Mixer Trucks under 7 yards; Ready-mix Plant Hopper Operator, and Winch Trucks, 2 Axles.

Class 3. Five axle trucks; Dump Crets and Adgetors 7 yards and over; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnatrailers or turnapulls when pulling other than self-loading equipment or similar equipment over 16 cubic yards; Explosives and/or Fission Material Trucks; Mixer Trucks 7 yards or over; Mobile Cranes while in transit; Oil Distributors, 1-man operation; Pole Trailer, over 40 feet; Pole and Expandable Trailers hauling material over 50 feet long; Slurry trucks, 1-man operation; Winch trucks, 3 axles or more; Mechanic--Truck Welder and Truck Painter.

Class 4. Six axle trucks; Dual-purpose vehicles, such as mounted crane trucks with hoist and accessories; Foreman; Master Mechanic; Self-loading equipment like P.B. and trucks with scoops on the front.

TERRAZZO FINISHER

The handling of sand, cement, marble chips, and all other materials that may be used by the Mosaic Terrazzo Mechanic, and the mixing, grinding, grouting, cleaning and sealing of all Marble, Mosaic, and Terrazzo work, floors, base, stairs, and wainscoting by hand or machine, and in addition, assisting and aiding Marble, Masonic, and Terrazzo Mechanics.

Other Classifications of Work:

For definitions of classifications not otherwise set out, the Department generally has on file such definitions which are available. If a task to be performed is not subject to one of the classifications of pay set out, the Department will upon being contacted state which neighboring county has such a classification and provide such rate, such rate being deemed to exist by reference in this document. If no neighboring county rate applies to the task, the Department shall undertake a special determination, such special determination being then deemed to have existed under this determination. If a project requires these, or any classification not listed, please contact IDOL at 217-782-1710 for wage rates or clarifications.

LANDSCAPING

Landscaping work falls under the existing classifications for laborer, operating engineer and truck driver. The work performed by landscape plantsman and landscape laborer is covered by the existing classification of laborer. The work performed by landscape operators (regardless of equipment used or its size) is covered by the classifications of operating engineer. The work performed by landscape truck drivers (regardless of size of truck driven) is covered by the classifications of truck driver.

MATERIAL TESTER & MATERIAL TESTER/INSPECTOR I AND II

Notwithstanding the difference in the classification title, the classification entitled "Material Tester I" involves the same job duties as the classification entitled "Material Tester/Inspector I". Likewise, the classification entitled "Material Tester II" involves the same job duties as the classification entitled "Material Tester/Inspector II".



**COLLEGE OF DUPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Compliance Training Provider for College of DuPage

2. **REASON FOR CONSIDERATION**

The Board of Trustees must approve a purchase exceeding the statutory limit of \$25,000.

3. **BACKGROUND INFORMATION**

The College of DuPage is seeking standardized customizable Human Resources (HR)/Legal compliance training for staff and faculty of the College. To do this the College issued a Request for Proposals seeking a Compliance Training Content Provider who can provide online compliance training courses accessible through the College's HR learning management system, Cornerstone. Key points include:

- **Course Content** – The training solution should be a library of HR/Legal Compliance courses including but not limited to the topics of preventing sexual harassment, ethics, diversity, Title IX, FERPA, and HIPAA. The content needs to be applicable to higher education institutions or similar organizations and customizable to College of DuPage's unique needs, including linking to COD policies and procedures. It should be written and reviewed by legal educators, practicing attorneys, and other SMEs (Subject Matter Experts) and regularly updated to reflect current law and policy changes. The content should have Spanish and Polish translations or translation capabilities.
- **Integrations** – The training should be able to integrate with the College's HR learning management system (Ellucian/Cornerstone).
- **System requirements** – The training should be ADA compliant. The system should have the ability to retain employee completion records in perpetuity in Cornerstone LMS.

A legal notice for a Request for Proposal was published on March 5, 2018 in the Daily Herald; the invitation was also posted to the College of DuPage Purchasing website and distributed to in-district Chambers of Commerce. Eight (8) vendors were directly solicited. Twenty-three (23) vendors downloaded the RFP documents. A public opening was held on April 9, 2018 at 11:00 a.m. in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). The following

individuals attended: Jacoby Radford (COD Purchasing Manager/Recorder), Susan Castellanos (COD Buyer/Facilitator), Phil Gieschen (COD Risk Manager/Agent of the Board), Ellen Roberts (COD Director, Business Affairs), Judy Coates (COD Manager, Learning & Organizational Development) and Joe Miragliotta (COD Manager, Planning & Emerging Technology). Two (2) proposals were received. No women/minority owned businesses submitted proposals.

An evaluation committee consisting of the following three (3) employees assessed the submitted proposals: Judy Coates, Manager, Learning & Organizational Development; Joe Miragliotta, Manager, Planning & Emerging Technology; and Gina Wheatley, Instructional Designer & Facilitator.

The evaluation committee's assessments of the proposing firms are quantified below:

COMPLIANCE TRAINING PROVIDER Evaluation Sheet														
Score 1 - 5 (best)														
Firm Name	Contact	Evaluation Criteria						Scores		Comments				
		Courses available in course library and applicability of content		Ability for customization to the College's needs		Integration with the College's learning management system Cornerstone		Total Cost						
		30%		10%		30%		10%		Rank				
		Score	Wtd. Score	Score	Wtd. Score	Score	Wtd. Score	Score	Wtd. Score					
1	EverFi	Jennifer Davison	2	0.60	0	0.00	3	0.90	2	0.20	7.00	1.70	2	No Polish or Spanish; no customization; high annual fee
2	Skillsoft	Daniela Dorcas	4	1.20	4	1.20	3	0.90	5	0.50	16.00	3.40	1	Ability to customize; existing Spanish; ability to develop Polish; Breadth of available content

Compliance Training Provider Quotes	
Vendor	Total Base Bid
Skillsoft**	\$7,320 per year for library of courses \$6,310 per year for customization rights \$2,000 one time fee for training two employees \$1,750 one time fee for implementation Annual amount not to exceed \$17,380 Three year contract requested with two additional on-year options
Everfi	\$32,000 per year for library \$6,000 one time fee for implementation Total first year amount \$38,000

Budget Status

GL Account	FY2018	FY2019 - Proposed		
	YTD Spend	Annual Budget	YTD Spend	Available Balance
01-10-00393-5401002	\$ 607	\$ 41,550	\$ -	\$ 41,550
<i>Teaching/Learning Cntr: Instructional Supplies</i>				
			FY2019 Request	\$ 17,380
			Future Commitments (FY2020-21)	\$ 34,760
			Total Request	\$ 52,140

**FY2019 Budget not yet adopted. YTD Spend as of 6/5/2018.*

Strategic Long Range Plan:

This contract supports Goal #1 Accountability of the Strategic Long Range Plan:
Being transparent, answerable and responsible to all stakeholders.

1.5 Improve internal controls that create an auditable trail of evidence in order to promote efficiency and effectiveness of operations, ensure the safeguarding of assets, and to enhance fraud prevention and detection.

1.6 Ensure compliant and transparent processes that will promote stakeholder confidence and trust.

1.7 Create a fear-free culture where employees and other stakeholders feel compelled to speak up when they witness potential acts of wrongdoing or unethical conduct.

This purchase complies with State Statute, Board Policy and Administrative Procedures.

4. RECOMMENDATION

That the Board of Trustees awards a three year contract in the amount of \$52,140 for a compliance training provider to Skillsoft Corporation, 300 Innovative Way, Suite 201, Nashua, NH 03062.

Staff Contact: Judy Coates, Manager, Learning & Organizational Development

BOARD APPROVAL

SIGNATURE PAGE FOR

COMPLIANCE TRAINING PROVIDER FOR COLLEGE OF DUPAGE

ITEM(S) ON REQUEST

That the Board of Trustees awards a three year contract in the amount of \$52,140 for a compliance training provider to Skillsoft Corporation, 300 Innovative Way, Suite 201, Nashua, NH 03062.

BOARD CHAIR

DATE

BOARD SECRETARY

DATE



COLLEGE OF DUPAGE
REGULAR BOARD MEETING
BOARD APPROVAL

1. **SUBJECT**

Internet Recruitment Advertising

2. **REASON FOR CONSIDERATION**

Contracts exceeding the statutory limit of \$25,000, must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

The use of Citizentech Inc, DBA Job Target One-Click as the internet advertising agency of record for the past 2 years has given the College direct access to over 15,000 online job boards. Job Target is the only integrated online recruitment advertising source compatible with HireTouch, the College's applicant tracking software as noted in the attached sole source letter. HireTouch was implemented in 2013, following a rigorous selection process. Since that time, Human Resources has worked with our IT department to integrate this software with Colleague, the College's HR and Finance system. The Job Target integration allows us to use the content of the posting to search and determine appropriate job boards for the audience of the job. Without the integration, individual contact with over 200 separate advertising sources would need to be initiated and processed. The integration also provides the ability to have one location to review the effectiveness of the advertising with data to see the number of views per ad. Without the integration, there would be no source to review advertising effectiveness. Job Targets posting model has either no fee or significantly lower fees per advertising than utilizing a full service advertising agency.

Budget Status

	FY2018	FY2019 - Proposed		
GL Account	YTD Spend	Annual Budget	YTD Spend	Available Balance
01-80-00797-5407001 <i>Human Resources Dept.: Advertising Exps.</i>	\$ 75,250	\$ 88,500	\$ -	\$ 88,500
			FY2019 Request	\$ 75,000
			Renewal Options (FY2020-22)	\$ 225,000
			Total Request	\$ 300,000

**FY2019 Budget not yet adopted. YTD Spend equals actuals plus committed as of 04/24/2018.*

Fiscal Year Commitment

	Fiscal Year
Fiscal Year	Expenditures
FY2019	\$ 75,000
FY2020	75,000
FY2021	75,000
FY2022	75,000
	<u>\$ 300,000</u>

This agreement supports Goal #1 Accountability of the Strategic Long Range Plan; Being transparent, answerable and responsible to all stakeholders; specifically, Strategic Objective 1.4 integrate institutional data sources in order to track daily operations and overall organizational performance, including progress on achieving strategic objectives and annual targets.

This purchase complies with State Statute, Board Policy and Administrative Procedures. 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 bidding under Illinois Public Community College Act, 110 ILCS 805/3-27.1 (f).

4. RECOMMENDATION

That the Board of Trustees approve a one-year agreement for FY19 with the option to renew for up to 3 years with Job Target One-Click, 225 State Street, Suite 300, New London, CT 06320, for a total contractual expenditure not to exceed \$300,000.

Staff Contact: Mia Igyarto, Vice President Human Resources

BOARD APPROVAL

SIGNATURE PAGE FOR

Internet Recruitment Advertising

ITEM(S) ON REQUEST

That the Board of Trustees approve a one-year agreement for FY19 with the option to renew for up to 3 years with Job Target One-Click, 225 State Street, Suite 300, New London, CT 06320, for a total contractual expenditure not to exceed \$300,000.

Board Chair

Date

Secretary

Date



**COLLEGE OF DuPAGE
REGULAR BOARDMEETING**

BOARD APPROVAL

1. **SUBJECT**

Athletic Training Services

2. **REASON FOR CONSIDERATION**

Contracts exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

College of DuPage uses an outside vendor to provide athletic training services to our student-athletes. Athletic Trainers are health care professionals who collaborate with physicians to provide preventive services, emergency care, clinical diagnosis, therapeutic intervention and rehabilitation of injuries and medical conditions. They are a key component of ensuring the safety and well-being of our student-athletes.

On June 23, 2016, the Board of Trustees approved a contract with Athletico Training Services pursuant to Request for Proposal, RFP# 2016-R0027, published on May 26, 2016. Five (5) vendors were solicited, and there were nine (9) downloads of the RFP documents. Four (4) proposals were received and evaluated by a review committee. Athletico Training Services was awarded a two (2) year contract with a one (1) year contract extension option. The current contract is effective from July 18, 2016 to May 25, 2018; the first year of the contract was approved for a not to exceed spend of \$75,000, and the second year was approved for a not to exceed amount of \$81,500. Total spend under the contract for FY18 is \$53,193 year-to-date. The compensation rates during the term of the contract are listed below:

Contract Year	Effective Date	Rates
Contract Year 1	July 18, 2016 to May 25, 2017	\$17.50 per hour
Contract Year 2	July 18, 2017 to May 25, 2018	\$18.50 per hour
Extension Option	July 18, 2018 to May 25, 2019	\$19.50 per hour

The College seeks to exercise the final one-year contract option for athletic training services and extend the contract with Athletico for a not to exceed spend of \$86,000. Athletico will provide two (2) certified athletic trainers. Athletic department leadership surveyed coaches regarding their assessment and the assessment of their individual student athletes who reported satisfaction with the Athletico certified trainers and the service they provide.

The RFP process for future Athletic Training Services contract will begin March 2019 for the May 2019 Board of Trustees meeting.

Budget Status

<u>GL Account</u>	<u>FY2018</u>	<u>FY2019 - Proposed</u>		
	<u>YTD Spend</u>	<u>Annual YTD Budget</u>	<u>YTD Spend</u>	<u>Available Balance</u>
01-30-17100-5309001	\$ 223,440	\$ 269,129	\$	\$ 269,129
<i>Athletics: Other Contractual Services Exp</i>				
			FY2019 Request	\$ <u>86,000</u>

**FY2019 Budget not yet adopted. YTD Spend equals actuals plus committed as of 04/24/2018.*

This agreement supports the following goals and objectives of the College's Strategic Long Range Plan: Strategic Objectives 2.9, 3.1, 3.6, 3.7, 6.1, 6.2

This purchase complies with State Statute, Board Policy and Administrative Procedures.

4. RECOMMENDATION

That the Board of Trustees approves the final one-year contract option effective July 18, 2018 through May 25, 2019 for athletic training services with Athletico Training Services, 625 Enterprise Drive, Oak Brook, IL 60523 for an amount not-to-exceed \$86,000.

Staff Contact: Danielle Cline, Assistant Athletic Director

BOARD APPROVAL

SIGNATURE PAGE FOR

Athletic Training Services

ITEM(S) ON REQUEST

That the Board of Trustees approves the final one-year contract option effective July 18, 2018 through May 25, 2019 for athletic training services with Athletico Training Services, 625 Enterprise Drive, Oak Brook, IL 60523 for an amount not-to-exceed \$86,000.

BOARD CHAIR

DATE

BOARD SECRETARY

DATE



**COLLEGE OF DUPAGE
SPECIAL BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Renewal of Library subscriptions, services, and expenditures for FY2019

2. **REASON FOR CONSIDERATION**

Purchases exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

The Library has three vendors with whom it conducts more than \$25,000 of business on an annual basis for standard purchases of library materials. This is a request for approval to continue working with these vendors in FY2019.

Yankee Book Peddler, Inc., EBSCO Information Services, and Amazon.com are our primary suppliers of library books, periodicals, and audiovisual materials. The College substantially benefits from purchasing the majority of library books, periodicals and audiovisual materials from these vendors in three ways: the College sees significant discounts based on volume purchasing; it ensures ready availability and efficient delivery of materials; and College staff conserve significant time and resources processing payment for three vendors instead of hundreds of individual publishing houses.

Budget Status Summary

Library 01-20-15240	FY2018	FY2019 - Proposed			Current Request
	YTD Spend	Annual Budget	YTD Spend	Available Balance	
5309001 Oth.Contr Serv.	\$ 123,100	\$ 131,600	\$ -	\$ 131,600	\$ 21,741
5405001 Books & Binding	732,442	762,000	-	762,000	207,800
5406001 Publications	114,648	116,000	-	116,000	98,000
	<u>\$ 970,190</u>	<u>\$ 1,009,600</u>	<u>\$ -</u>	<u>\$ 1,009,600</u>	<u>\$ 327,541</u>
			FY2019 Request	\$ 327,541	

**FY2019 Budget not yet adopted. YTD Spend as of 05/31/2018.*

This purchase complies with State Statute, Board Policy and Administrative Procedures. Per Illinois Public Community College Act, 110 ILCS 805/3-27.1 (I), "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" are exempt from bidding.

The following pages provide details about anticipated purchases from each vendor.

4. RECOMMENDATION

That the Board of Trustees approves the FY2019 subscriptions, services and expenditures with the following vendors:

(A)	Yankee Book Peddler, Inc. (Library Annual Books & eBooks) P.O. Box 277991 Atlanta, GA 30384-7991	\$140,000.00
(B)	EBSCO Information Services (Library Annual Periodicals, Databases, & eBooks) Payment Processing Center P.O. Box 204661 Dallas, TX 75320-4661	\$117,541.00
(C)	Amazon.com (Library Annual Books & A/V) P.O. Box 530958 Atlanta, GA 30353	\$ 70,000.00
	SUBTOTAL:	\$327,541.00

Staff Contact: Jennifer McIntosh, Associate Dean of Library

(A) FY2019 Library Vendors Over \$25,000 – Yankee Book Peddler, Inc.

1. **SUBJECT**

Yankee Book Peddler, Inc. Annual Books and Continuations, eBooks, and Gobi selection and ordering system

2. **BUDGET DETAIL**

		FY2019 - Proposed	
		Annual	Current
Library		Budget	Request
01-20-15240-			
5309001	Other Contr. Services	\$ 131,600	\$ 2,200
5405001	Books & Binding	762,000	137,800
5406001	Publications	116,000	-
		\$ 1,009,600	\$ 140,000

3. **BACKGROUND INFORMATION**

Yankee Book Peddler (YBP) specializes in the distribution of print and digital content to academic libraries. The company offers a full suite of services including print book and eBook ordering, significant discounts, free shipping and a robust collection development platform with tools for searching, ordering, reviews and live inventory reports. YBP's Gobi interface provides an acquisitions and collection development tool for searching, ordering, reviews and reports for books and eBooks in their inventory. Gobi has been particularly efficient in ebook discovery and ordering and in acquiring "rush" materials.

YBP is the Library's primary vendor for books, eBooks and continuations. Librarians and acquisitions staff select and order materials in the integrated Gobi selection system.

This purchase supports two goals of the Strategic Long Range Plan: Goal #2 Value-Added Education: Going beyond the standard expectations and providing something more to the students and communities we serve, and Goal #7 Financial Stewardship: Careful and responsible management of the resources entrusted to its care.

(B) FY2019 Library Vendors Over \$25,000 – EBSCO Information Services

1. SUBJECT

EBSCO Information Services Annual Periodicals Subscription Renewals and Database License Renewals

2. BUDGET DETAIL

Library	01-20-15240-	FY2019 - Proposed	
		Annual Budget	Current Request
5309001	Other Contr. Services	\$ 131,600	\$ 19,541
5405001	Books & Binding	762,000	-
5406001	Publications	116,000	98,000
		<u>\$ 1,009,600</u>	<u>\$ 117,541</u>

3. BACKGROUND INFORMATION:

EBSCO is a leading provider of research databases, ejournals, magazine subscriptions, ebooks and discovery service to libraries. It is the foremost provider of print and electronic periodical subscriptions, with over 355,000 serials and periodicals from almost 100,000 publishers worldwide. In addition to the subscriptions themselves, EBSCO provides comprehensive services in order entry, single invoice payment, claiming, reporting, publisher contacts, and training.

The Library is renewing annual subscriptions to approximately 400 print periodical titles through EBSCO Subscription Services. EBSCO is also one of our preferred platforms for the purchase of individual academic eBooks.

The Library is renewing annual licenses for unlimited access to two EBSCO databases: Associates Program Source Plus and Learning Express Library 3.0. Associates Programs Source Plus is designed specifically for community colleges with a primary focus on disciplines of study within associate degrees and certification programs, while Learning Express Library provides a completely interactive online learning platform of practice tests and tutorial course series designed to help users succeed in the career, academic, or employment licensing tests they must pass. EBSCO is the sole source provider of both of these resources.

This purchase supports two goals of the Strategic Long Range Plan: Goal #2 Value-Added Education: Going beyond the standard expectations and providing something more to the students and communities we serve, and Goal #7 Financial Stewardship: Careful and responsible management of the resources entrusted to its care.

(C) FY2019 Library Vendors Over \$25,000 – Amazon

1. SUBJECT

Amazon Annual Books and Audiovisual Purchases

2. BUDGET DETAIL

Library		FY2019 - Proposed	
		Annual Budget	Current Request
01-20-15240-			
5309001	Other Contr. Services	\$ 131,600	\$ -
5405001	Books & Binding	762,000	70,000
5406001	Publications	116,000	-
		<u>\$ 1,009,600</u>	<u>\$ 70,000</u>

3. BACKGROUND INFORMATION

Amazon serves as a cost-effective and efficient supplement to the Library's chief materials vendors, YBP and EBSCO, offering significant discounts, free shipping, and access to out-of-print items through its third party sellers. Many published items can only be acquired through Amazon, and it is the only viable means of procuring some resources that would be unobtainable without a credit card for payment. Our purchasing procedure with Amazon conforms to all standard selection and approval processes used in the Library. It is selected as a vendor based on the criteria of price, availability, and speed of delivery compared to other vendors.

This purchase supports two goals of the Strategic Long Range Plan: Goal #2 Value-Added Education: Going beyond the standard expectations and providing something more to the students and communities we serve, and Goal #7 Financial Stewardship: Careful and responsible management of the resources entrusted to its care.

SIGNATURE PAGE

Renewal of Library subscriptions, services, and expenditures for FY2019

ITEM(S) ON REQUEST

That the Board of Trustees approves the FY2019 subscriptions, services, and expenditures with the following vendors:

(A)	Yankee Book Peddler, Inc. (Library Annual Books & eBooks) P.O. Box 277991 Atlanta, GA 30384-7991	\$140,000.00
(B)	EBSCO Information Services (Library Annual Periodicals, Databases, & eBooks) Payment Processing Center P.O. Box 204661 Dallas, TX 75320-4661	\$117,541.00
(C)	Amazon.com (Library Annual Books & A/V) P.O. Box 530958 Atlanta, GA 30353	\$ 70,000.00
	SUBTOTAL:	\$327,541.00

BOARD CHAIR

DATE

BOARD SECRETARY

DATE



**COLLEGE OF DUPAGE
SPECIAL BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Renewal of Library consortium/cooperative agreements and expenditures for FY2019

2. **REASON FOR CONSIDERATION**

Purchases exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

The Library has two designated “Governmental Consortium/Cooperative Agreements” vendors with whom it conducts more than \$25,000 of business on an annual basis. This is a request for approval to continue working with these vendors in FY2019.

Illinois Heartland Library System (IHLS-OCLC) and the Consortium of Academic Libraries in Illinois (CARLI) are regional consortia of which the College of DuPage is a member.

Budget Status Summary

Library	YTD Spend	FY2019 - Proposed			Current Request
		Annual Budget	YTD Spend	Available Balance	
01-20-15240					
5309001 Oth.Contr Serv.	\$ 123,100	\$ 131,600	\$ -	\$ 131,600	\$ 74,400
5405001 Books & Binding	732,442	762,000	-	762,000	98,000
5406002 Dues	7,407	8,000	-	8,000	4,500
	<u>\$ 862,949</u>	<u>\$ 901,600</u>	<u>\$ -</u>	<u>\$ 901,600</u>	<u>\$ 176,900</u>
			FY2019 Request	\$ 176,900	

**FY2019 Budget not yet adopted. YTD Spend as of 05/31/2018.*

This purchase complies with State Statute, Board Policy and Administrative Procedures. Joint purchases by governmental units are authorized in the Illinois Public Community College Act 110 ILCS 805/3-27.2. College of DuPage Board Policy 10-60 and Administrative Procedure 10-60 authorizes purchases from governmental contracts or cooperative/consortium agreements that have been competitively solicited by the contracting agency and fully meet the requirements of Illinois law, in lieu of competitive bidding.

The following pages provide details about anticipated purchases from each vendor.

4. RECOMMENDATION

That the Board of Trustees approves the FY2019 consortium/cooperative agreement renewals and expenditures with the following vendors:

(A)	IHLS-OCLC (Cooperative Purchase) c/o Illinois Heartland Library System 6725 Goshen Rd Edwardsville, IL 62025	\$63,000.00
(B)	CARLI-UIUC (Consortial Purchase) University of Illinois Payment Center General Accounts Receivable 28394 Network Place Chicago, IL 60673-1283	\$113,900.00
	For a total expenditure of:	\$176,900.00

Staff Contact: Jennifer McIntosh, Associate Dean of Library

(A) FY2019 Library Vendors Over \$25,000 – IHLS - OCLC

1. SUBJECT

Annual Renewal of Access to OCLC Services via the Illinois Heartland Library System, the fiscal agent for ILLINET/OCLC

2. BUDGET DETAIL

Library 01-20-15240-		FY2019 - Proposed	
		Annual Budget	Current Request
5309001	Other Contr. Services	\$ 131,600	\$ 63,000
5405001	Books & Binding	762,000	-
5406002	Dues	8,000	-
		\$ 901,600	\$ 63,000

3. BACKGROUND INFORMATION

Online Computer Library Center (OCLC) is a worldwide library cooperative. Academic, public, school and special libraries are members and share the goal of improving access to the world’s information. OCLC services include cataloging, interlibrary loan (ILL), and access to technical services databases and training materials. WorldCat is the OCLC bibliographic database containing over 2.6 billion items in more than 72,000 libraries worldwide. Illinois holdings are well represented in WorldCat, making it a major tool for resource sharing within the State and beyond.

OCLC services enable us to verify bibliographic data before ordering, transmit interlibrary loan (ILL) requests, and increase the efficiency of the Library in performing acquisitions, cataloging, and ILL services. OCLC also provides the public discovery interface for the Library’s online catalog used for locating materials in our collection.

The Illinois State Library coordinates the statewide purchase of OCLC services. Illinois Heartland Library System (IHLS) is the fiscal/billing agent for OCLC services for the Illinois State Library. This pricing structure eliminates individual charges for cataloging, interlibrary loan transactions, and telecommunication fees and provides us with more predictable OCLC charges. Each year’s cost is calculated by averaging use of OCLC services over the previous three years.

This purchase supports several Strategic Long Range Plan Goals, including Goal #2 Value-Added Education: Going beyond the standard expectations and providing something more to the students and communities we serve; Goal #5 Relationships: Cooperating and collaborating with all stakeholders in order to advance mutual interest; and Goal #7 Financial Stewardship: Careful and responsible management of the resources entrusted to its care.

(B) FY2019 Library Vendors Over \$25,000 – CARLI

1. SUBJECT

CARLI (Consortium of Academic and Research Libraries in Illinois)
Membership, Resource Sharing, and Annual Database Licenses Renewals

2. BUDGET DETAIL

Library		FY2019 - Proposed	
		Annual Budget	Current Request
01-20-15240-			
5309001	Other Contr. Services	\$ 131,600	\$ 11,400
5405001	Books & Binding	762,000	98,000
5406002	Dues	8,000	4,500
		\$ 901,600	\$ 113,900

3. BACKGROUND INFORMATION

The Consortium of Academic and Research Libraries in Illinois (CARLI) is a member-driven consortium of 90 Illinois academic libraries. The University of Illinois serves as the consortium's fiscal and contractual agent, and CARLI staff are the designated administrative agents. Membership in CARLI provides fully and partially subsidized access to key resources as well as brokered purchasing of additional resources at significantly discounted rates. Through CARLI, College of DuPage is also a member of I-Share, a shared online catalog of our own collection as well as a merged, union catalog of the holdings of all I-Share libraries. Membership in I-Share provides ready access for COD students, faculty and staff to a combined collection that ranks among the world's greatest research libraries. In FY2017, we paid CARLI \$106,555 for services valued at \$421,870 had they been purchased outside of the consortium.

The Library subscribes to 22 databases via the CARLI consortium. These databases represent some of the core reference and information resources in business, humanities, technology, health, and social and behavioral sciences. They provide unlimited user access to a variety of audiovisual resources as well as full text ebook and journal content in these areas of study.

This purchase supports several Strategic Long Range Plan Goals, including Goal #2 Value-Added Education: Going beyond the standard expectations and providing something more to the students and communities we serve; Goal #5 Relationships: Cooperating and collaborating with all stakeholders in order to advance mutual interests; Goal #6 Innovativeness: Making meaningful change that enhances organizational effectiveness and adds new value for stakeholders, specifically Strategic Objective 6.4: Provide professional development opportunities to promote

innovative ideas and solutions College-wide; and Goal #7 Financial Stewardship: Careful and responsible management of the resources entrusted to its care, particularly Strategic Objective 7.5: Investigate and act upon opportunities to partner with co-branded programs and services with other Illinois community colleges.

SIGNATURE PAGE

Renewal of Library consortium/cooperative agreements and expenditures for FY2019

ITEM(S) ON REQUEST

That the Board of Trustees approves the FY2019 consortium/cooperative agreement renewals and expenditures with the following vendors:

- | | | |
|-----|--|--------------|
| (A) | IHLS-OCLC
(Cooperative Purchase)
c/o Illinois Heartland Library System
6725 Goshen Rd
Edwardsville, IL 62025 | \$63,000.00 |
| (B) | CARLI-UIUC
(Consortial Purchase)
University of Illinois Payment Center
General Accounts Receivable
28394 Network Place
Chicago, IL 60673-1283 | \$113,900.00 |

For a total expenditure of: \$176,900.00

BOARD CHAIR

DATE

BOARD SECRETARY

DATE



**COLLEGE OF DUPAGE
SPECIAL BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Renewal of sole source Library licenses, services, and expenditures for FY2019.

2. **REASON FOR CONSIDERATION**

Purchases exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

The Library has five vendors with whom it conducts more than \$25,000 of business on an annual basis that are considered sole source providers of unique databases, collections, and services. Cengage Learning, ProQuest, LinkedIn Corporation, Elsevier, and Thomson Reuters-West Payment Center are the sole suppliers of unique databases and resources that support the College's curriculum. This is a request for approval to continue working with these vendors in FY2019.

Budget Status Summary

Library	FY2018	FY2019 - Proposed			Current Request
	YTD Spend	Annual Budget	YTD Spend	Available Balance	
01-20-15240					
5309001 Oth.Contr Serv.	\$ 123,100	\$ 131,600	\$ -	\$ 131,600	\$ 32,899
5405001 Books & Binding	732,442	762,000	-	762,000	302,294
5406001 Publications	114,648	116,000	-	8,000	6,793
	<u>\$ 970,190</u>	<u>\$ 1,009,600</u>	<u>\$ -</u>	<u>\$ 901,600</u>	<u>\$ 341,986</u>
			FY2019 Request	\$ 341,986	

**FY2019 Budget not yet adopted. YTD Spend as of 05/31/2018.*

This purchase complies with State Statute, Board Policy and Administrative Procedures. In accordance with the Illinois Public Community College Act, 110 ILCS 805/3-27.1 (l), which explicitly includes "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", these purchases are exempt from bidding.

The following pages provide details about anticipated purchases from each vendor.

4. **RECOMMENDATION**

That the Board of Trustees approve the FY2019 license renewals, services, and expenditures with the following vendors:

(A)	Cengage Learning (Library Databases & Books) 20 Channel Center St. Boston, MA 02210	\$77,196.00
(B)	ProQuest LLC (Library Databases) 6216 Paysphere Circle Chicago, IL 60674	\$97,081.00
(C)	LinkedIn Corporation 62228 Collections Center Drive Chicago, IL 60693-0622	\$74,000.00
(D)	Elsevier, Inc. (Library Databases and Books) PO Box 7247-6683 Philadelphia PA 19170 Elsevier, Inc DBA Berkeley Electronic Press, bepress (Digital Commons) 2100 Milvia Street, Suite 300 Berkeley, CA 94704, USA	\$48,019.00
(E)	Thomson Reuters - West Payment Center (Library Database & Books) P.O. Box 6292 Carol Stream, IL 60197-6292	\$45,690.00
	For a total expenditure of:	\$341,986.00

Staff Contact: Jennifer McIntosh, Associate Dean of Library

(A) FY2019 Library Vendors Over \$25,000 – Cengage Learning

1. SUBJECT

Cengage Learning Annual Database License Renewal and Print and eBook Continuations, and eBook Hosting

2. BUDGET DETAIL

Library 01-20-15240-		FY2019 - Proposed	
		Annual Budget	Current Request
5309001	Other Contr. Services	\$ 131,600	\$ 1,000
5405001	Books & Binding	762,000	76,196
5406001	Publications	116,000	-
		\$ 1,009,600	\$ 77,196

3. BACKGROUND INFORMATION

Cengage Learning is an educational content, technology, and services company. It is the sole source provider of a number of databases that are part of the core Library electronic resource collection and are utilized heavily by students, faculty, staff and the community. The Library is renewing annual licenses for unlimited access to Cengage Learning collections including Academic OneFile, Research in Context, Informe Academico, Literature Resource Center, and Small Business Resource Center.

Cengage Learning also publishes the Library’s electronic literature reference platform and several print and electronic titles received annually. Our subscription provides a significant discount on these titles and free shipping immediately upon publication.

This purchase supports Goal #2 Value Added Education of the Strategic Long Range Plan: Going beyond the standard expectations and providing something more to the students and communities we serve. The purchase of Research in Context and Informe Academico particularly supports Strategic Objective 2.8: Continue to improve Adult Basic Education/High School Equivalency/English Language Acquisition, etc., with a focus on transitioning students from non-credit to success in college degree and certificate programs of study. It also supports Goal #3 Student Centeredness: Methods of teaching that shift the focus of instruction from the teacher to the student, specifically Strategic Objective 3.1: Enhance and expand opportunities to support student learning needs, including helping students identify a course of study, recognize their specific goals and assist them to overcome their weakness.

(B) FY2019 Library Vendors Over \$25,000 – ProQuest LLC

1. SUBJECT

ProQuest Annual Database License Renewals, eBook Hosting and eBooks, Streaming Videos, and DVDs

2. BUDGET DETAIL

Library		FY2019 - Proposed	
		Annual	Current
01-20-15240-		Budget	Request
5309001	Other Contr. Services	\$ 131,600	\$ 3,114
5405001	Books & Binding	762,000	87,174
5406001	Publications	116,000	6,793
		\$ 1,009,600	\$ 97,081

3. BACKGROUND INFORMATION

ProQuest LLC is a global information-content and technology company that supports research and learning. The Library is renewing annual licenses for unlimited access to ProQuest electronic collections including Chicago Tribune, New York Times, Wall Street Journal, and Christian Science Monitor among other notable national and regional newspapers. Other key resources include Historical Chicago Tribune, Historical New York Times, History Study Center, Statistical Abstract of the United States, Ulrich's, Vogue and Women's Wear Daily Archives, and the essential technical eBook resource, Safari Tech Books. Included with these renewals is Serials Solutions 360 Core, a management and finding aid for our electronic journals. We are renewing the following streaming video services from Alexander Street, a Proquest Company: Academic Video Online, Medical Imaging in Video, Fashion Studies Online, and Music Online. ProQuest also provides individual academic DVDs, streaming videos, and print dissertations. ProQuest is the sole source provider for all of these resources.

This purchase supports Goal #2 Value-Added Education of the strategic Long Range Plan: Going beyond the standard expectations and providing something more to the students and communities we serve. This purchase also supports Goal #3 Student Centeredness: Methods of teaching that shift the focus of instruction from the teacher to the student specifically, Strategic Objective 3.1: Enhance and expand opportunities to support student learning needs, including helping students identify a course of study, recognize their specific goals and assist them to overcome their weaknesses.

(C) FY2019 Library Vendors Over \$25,000 – LinkedIn Corporation

1. SUBJECT

Lynda.com Annual License Renewal (LinkedIn Corporation)

2. BUDGET DETAIL

		FY2019 - Proposed	
Library		Annual	Current
01-20-15240-		Budget	Request
5309001	Other Contr. Services	\$ 131,600	\$ -
5405001	Books & Binding	762,000	74,000
5406001	Publications	116,000	-
		\$ 1,009,600	\$ 74,000

3. BACKGROUND INFORMATION

The Lynda.com Online Learning Library includes more than 3,800 training videos featuring instructors who are proven experts in their respective fields. The collection includes subjects such as 3D Animation, Audio, Business, CAD, Design, Developer, Photography, Software Development, Video and Web Development. Lynda.com is the licensee or exclusive owner of the content and the sole publisher of its subject-specific learning videos.

Lynda.com’s content is task-based learning that allows the viewer to explore an entire topic or program from start to finish or learn just a specific task. This flexibility makes it highly suitable for integrating into classroom instruction as well as independent study. Lynda.com is also a key resource supporting staff development as employees are introduced to it through offerings at the Teaching and Learning Center and Library.

This purchase supports several Strategic Long Range Plan Goals including Goal #2 Value-Added Education: Going beyond the standard expectations and providing something more to the students and communities we serve, particularly Strategic Objective 2.1: Empower students to design/customize their education to meet their specific education goals and needs; Goal #4 Equality and Inclusiveness: Ensuring that all stakeholders are involved in setting institutional direction; that their perspectives are heard and valued; and their needs are understood and addressed, particularly Strategic Objective 4.4: Support cross-departmental knowledge exchange for all constituencies (starting with onboarding and continuing throughout the employee’s career); and Goal #6 Innovativeness: Making meaningful change that enhances organizational effectiveness and adds new value for stakeholders, specifically Strategic Objective 6.4 Provide professional development opportunities to promote innovative ideas and solutions College-wide.

(D) FY2019 Library Vendors Over \$25,000 – Elsevier, Inc.

1. SUBJECT

Elsevier Annual Database License Renewals and Bepress (Berkeley Electronic Press) Digital Commons Platform

2. BUDGET DETAIL

		FY2019 - Proposed	
		Annual Budget	Current Request
Library			
01-20-15240-			
5309001	Other Contr. Services	\$ 131,600	\$ 28,785
5405001	Books & Binding	762,000	19,234
5406001	Publications	116,000	-
		\$ 1,009,600	\$ 48,019

3. BACKGROUND INFORMATION

Elsevier is one of the world's major providers of scientific, technical, and medical information. Purchases from Elsevier are being presented to the Board for the first time this year because Elsevier acquired Bepress (Berkeley Electronic Press), the provider of Digital Commons, in 2017. Bepress has been subject to Board approval in previous years. In addition to Bepress, the Library purchases a small number of print titles directly from Elsevier and is renewing annual licenses for unlimited access to two databases that support science and technical programs. ScienceDirect provides subscription-based access to a large database of scientific and medical journal content. Knovel, an online technical collection, includes guidance and best practice information on a wide range of topics including material selection and tolerances, environmental impacts, safety, and compliance.

DigitalCommons@COD is an online institutional repository that showcases the intellectual and creative output of the COD community. Digital Commons facilitates global discovery of and access to over 8,000 items while providing a stable, long-term home for this scholarly collection. Since its inception, DigitalCommons@COD has been accessed over 1.8 million times from locations around the world. In the past 12 months, the collection was accessed over 250,000 times. The combined features and services provided in the Digital Commons product are unique among its competitors, thereby making Elsevier the sole source provider. ScienceDirect and Knovel are also only available from Elsevier.

These purchases support several Strategic Long Range Plan goals, including Goal #2: Value-Added Education: Going beyond the standard expectations and providing something more to the students and communities we serve; Goal #3 Student Centeredness: Methods of teaching that shift the focus of instruction from the teacher to the student, specifically Strategic Objective 3.1: Enhance and expand opportunities to support student learning needs, including helping students identify a course of study,

recognize their specific goals and assist them to overcome their weakness; Goal #5 Relationships: Cooperating and collaborating with all stakeholders in order to advance mutual interests, specifically Strategic Objective 5.9: Continue to “spotlight” and promote faculty through social media, live events, etc., in order to give students and other stakeholders insight into the quality of instruction and programs provided by College faculty; and Goal #6 Innovativeness: Making meaningful change that enhances organizational effectiveness and adds new value for stakeholders, particularly Strategic Objective 6.3: Leverage College technology in innovative ways for the benefit of students and the community at large.

(E) FY2019 Library Vendors Over \$25,000 – Thomson Reuters - West Payment Center

1. SUBJECT

Thomson Reuters - West Payment Center. Westlaw Database License Renewal and Print Continuations

2. BUDGET DETAIL

		<u>FY2019 - Proposed</u>	
		<u>Annual</u>	<u>Current</u>
<u>Library</u>		<u>Budget</u>	<u>Request</u>
01-20-15240-			
5309001	Other Contr. Services	\$ 131,600	\$ -
5405001	Books & Binding	762,000	45,690
5406001	Publications	116,000	-
		<u>\$ 1,009,600</u>	<u>\$ 45,690</u>

3. BACKGROUND INFORMATION

Westlaw is an online legal research service and a product of Thomson Reuters. In addition, it provides proprietary database services. Information resources on Westlaw include more than 40,000 databases of case law, state and federal statutes, administrative codes, newspaper and magazine articles, public records, law journals, law reviews, treatises, legal forms and other information resources. Westlaw is used extensively by students in the Paralegal Studies program.

We receive a 50% discount on 10 legal reference titles as part of our database subscription. Thomson Reuters is the sole source provider of Westlaw and these reference titles.

This purchase supports Goal #2 Value-Added Education of the Strategic Long Range Plan: Going beyond the standard expectations and providing something more to the students and communities we serve, and Goal #3 Student Centeredness: Methods of teaching that shift the focus of instruction from the teacher to the student, specifically Strategic Objective 3.1: Enhance and expand opportunities to support student learning needs, including helping students identify a course of study, recognize their specific goals and assist them to overcome their weakness.

SIGNATURE PAGE

Renewal of sole source Library licenses, services, and expenditures for FY2019

ITEM(S) ON REQUEST

That the Board of Trustees approves the FY2019 license renewals, services, and expenditures with the following vendors:

(A) Cengage Learning \$77,196.00
(Library Databases & Books)
20 Channel Center St.
Boston, MA 02210

(B) ProQuest LLC \$97,081.00
(Library Databases)
6216 Paysphere Circle
Chicago, IL 60674

(C) LinkedIn Corporation \$74,000.00
62228 Collections Center Drive
Chicago, IL 60693-0622

(D) Elsevier, Inc. \$48,019.00
(Library Databases and Books)
PO Box 7247-6683
Philadelphia PA 19170

Elsevier, Inc.
DBA Berkeley Electronic Press, bepress
(Digital Commons)
2100 Milvia Street, Suite 300
Berkeley, CA 94704, USA

(E) Thomson Reuters - West Payment Center \$45,690.00
(Library Database & Books)
P.O. Box 6292
Carol Stream, IL 60197-6292

For a total expenditure of: \$341,986.00

BOARD CHAIR DATE

BOARD SECRETARY DATE



COLLEGE OF DuPAGE
REGULAR BOARD MEETING

BOARD APPROVAL

1. **SUBJECT**

AT&T - IPFlex Telephone Service Agreement Renewal

2. **REASON FOR CONSIDERATION**

Contracts exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

The College currently has a three-year agreement with AT&T for their IPFlex telephone service. IPFlex provides a 20mg access circuit for unlimited local calling and 420,000 long distance minutes per month. The agreement expires on June 29, 2018.

In addition, the AT&T IPFlex service provides the college a unique safety feature. Recently we entered into a separate agreement for AT&T's Enhanced 911 service for IPFlex. This service allows the COD Police Department to listen in and monitor any 911 calls placed from campus telephones as they are happening. It also provides a text and email notification so the COD Police Department immediately knows when a call is placed. This feature gets emergency information to the COD Police Department faster than previously possible. The Emergency 911 service is tied to IPFlex service and would be impacted if the IPFlex service was not renewed.

We are requesting the renewal of another three-year agreement purchased through a State of Illinois Central Management Services (CMS) Master Contract (Contract CMS131864A). The existing agreement was also purchased through the CMS Master Contract and proved to be the best pricing. For verification, we did obtain service estimates from two other vendors, and both estimates were higher than AT&T's.

A new three-year agreement has a base monthly cost of \$2,532.10 compared to the current \$3,082.40 per month. The reduced cost will result in an annual savings of \$6,603.60. The cost comparison does not include applicable taxes, fees, and international calling charges which are consistent between the options. The actual contract start date will be determined when the contracts are executed.

Budget Status

<u>GL Account</u>	<u>FY2018</u>	<u>FY2019 - Proposed</u>		
	<u>YTD Spend</u>	<u>Annual Budget</u>	<u>YTD Spend</u>	<u>Available Balance</u>
02-70-16465-5705001 <i>O&M Telephone: Telephone Expense</i>	\$ 148,928	\$ 308,441	\$ -	\$ 308,441
			FY2019 Request	\$ 30,385
			Future Commitments (FY2020-21)	\$ 60,771
			Total Request	\$ 91,156

**FY2019 Budget not yet adopted. YTD Spend as of 05/31/2018.*

This purchase supports Goal #8 Infrastructure of the Strategic Long Range Plan: College of DuPage is committed to maintaining, improving and developing structures, systems and facilities necessary for the delivery of high quality education and meaningful cultural events; specifically, Strategic Objective: 8.4 Revise, integrate and implement the Information Technology Strategic Plan in order to enhance student success, maximize institutional effectiveness and ensure hardware and software are reliable, secure (from data breaches) and are user friendly to students, employees and other stakeholders.

This purchase complies with State Statute, Board Policy and Administrative Procedures. 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 bidding under the Illinois Public Community College Act, 110 ILCS 805/3-27.1 (f).

4. RECOMMENDATION

That the Board of Trustees approves the 3-year IPFlex Service Agreement with AT&T, 208 S. Akard Street, Dallas, TX 75202 for a cost of \$91,155.60 plus taxes, fees, and international calling charges.

Staff Contact: Chuck Currier, Vice President, Information Technology and Facilities Management

BOARD APPROVAL

SIGNATURE PAGE

AT&T IPFlex Telephone Service Agreement Renewal

ITEM(S) ON REQUEST

That the Board of Trustees approves the 3 year IPFlex Service Agreement with AT&T, 208 S. Akard Street, Dallas, TX 75202 for a cost of \$91,155.60 plus taxes, fees, and international calling charges.

Board Chair

Date

Board Secretary

Date



**COLLEGE OF DUPAGE
SPECIAL BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

FY19 Information Technology Maintenance Contract Renewals.

2. **REASON FOR CONSIDERATION**

The Board of Trustees must approve a single purchase/contract exceeding the statutory limit of \$25,000. The Board of Trustees must approve payments greater than \$15,000, but less than \$25,000, which have no prior Board approval so payment can be released.

3. **BACKGROUND INFORMATION**

The College has intentionally aligned a majority of its maintenance terms to coincide with the College's fiscal calendar. This alignment provides accurate cost recognition in the proper year without additional accounting entries. This Board item contains entries for each vendor product/service including subject, reason for consideration, background information, budget status and signature page.

These contracts comply with State Statute, Board Policy, and Administrative Procedures. Contracts for the maintenance or servicing of equipment made with the manufacturer or authorized service agent are exempt from bidding. In addition, contracts for software or data processing services are exempt from bidding, as are contracts for periodicals and magazines, which are economically procurable from only one source, under Illinois Public Community College Act, 110 ILCS 805/3-27.1 (e) and (f).

This purchase supports Goal #8 Infrastructure of the Strategic Long Range Plan: College of DuPage is committed to maintaining, improving and developing structures, systems and facilities necessary for the delivery of high quality education and meaningful cultural events; specifically, Strategic Objective: 8.4 Revise, integrate and implement the Information Technology Strategic Plan in order to enhance student success, maximize institutional effectiveness and ensure hardware and software are reliable, secure (from data breaches) and are user friendly to students, employees and other stakeholders.

Budget Status Summary

GL Account	FY2018	FY2019 - Proposed			Current Request
	YTD Spend	Annual Budget	YTD Spend	Available Balance	
01-90-16765-5304004 <i>Information Technology: Maintenance Services</i>	\$ 1,747,301	\$ 2,277,800	\$ -	\$ 2,277,800	\$ 562,912
01-90-90111-5304004 <i>IT Plan: Maintenance Services</i>	728,996	2,030,499	-	2,030,499	43,631
02-70-16465-5705001 <i>O&M Telephone: Telephone Expense</i>	153,142	308,441	-	308,441	30,000
				FY2019 Request \$ 636,543	

*FY2019 Budget not yet adopted. YTD Spend as of 6/6/2018.

4. **RECOMMENDATION**

That the Board of Trustees approves the following maintenance contracts for service on the following items for a total FY19 expenditure of \$1,493,973:

Vendor	Address	FY19 Contract Amount
A) Ad Astra	6900 W 80 th St., Ste 300, Overland Park, Kansas 66204	\$36,900.00
B) AT&T	208 S. Akard Street, Dallas, TX 75202	\$30,000.00
C) Blackboard	8335 Keystone Crossting, Ste 200, Indianapolis, IN 46240	\$144,829.00
D) Campus Labs, Inc.	210 Ellicott St., Suite 200 Buffalo, NY 14203	\$32,079.00
E) Civitas Learning, Inc.	100 Congress Ave. Suite 300, Austin, TX 78701	\$29,750.00
F) Concur Technologies, Inc.	601 108 th Ave. NE, Bellevue, WA 98004	\$35,600.00
G) ESM Solutions	2700 Kelly Rd., Suite 100 Warrington, PA 18976	\$37,371.00
H) Illinois Dept. of Central Management (ICN-Illinois Century Network) Communications Revolving Fund	PO Box 10255, Springfield, IL 62791-0255	\$43,500.00
I) Hyland LLC (formerly Lexmark Enterprise Software LLC)	8900 Renner Blvd., Lenexa, KS 66219	\$73,874.58

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June 21, 2018

J) Oracle Corporation	500 Oracle Parkway, Redwood Shores, CA 94065	\$44,474.00
K) Zones Inc.	1102 15 th Street, S.W. Suite 102, Auburn, WA 98001	\$43,631.05
L) SAP Public Services	1300 Pennsylvania Ave., Washington, DC 20004	\$64,534.00
M) Tickets.com	555 Anton Blvd., 11 th Floor, Costa Mesa, CA 92626	\$20,000.00
		\$636,542.63

Staff Contact: Dr. Charles Currier, Vice President, Information Technology

1. **SUBJECT**

A) Ad Astra Annual Contract

2. **REASON FOR CONSIDERATION**

The Board of Trustees must approve a single purchase/contract exceeding the statutory limit of \$25,000.

3. **BACKGROUND INFORMATION**

In January 2003, the Board approved the purchase of the Astra Campus Scheduling System from Ad Astra Information Systems. This system became operational in 2004 for the scheduling of classrooms, campus events, and meetings. In October 2008, the interface with Colleague was implemented to automate the optimization of classroom scheduling. Ad Astra will supply College of DuPage with all appropriate updates to be made to the Campus Scheduling System and the data integration process.

In March 2018, the college began the migration of the on premise software to an upgraded solution that is only accessible via the hosted solution by Ad Astra. This hosted solution resulted in an increase for FY19 maintenance cost.

The Master contract with Ad Astra was effective 7/1/2013 with an initial term of one year (FY14); thereafter, the agreement automatically renews for successive one-year terms unless terminated by either party. This request is for costs of this annual maintenance contract period 7/1/2018 through 6/30/2019, and represents the fifth successive automatic renewal.

<u>B</u> Item Cost	<u>FY2018</u>	<u>FY2019</u>	<u>Variance</u>
	\$19,900	\$36,900	85.4%

Budget Detail

	<u>FY2019 - Proposed</u>	
	<u>Annual</u>	<u>Current</u>
	<u>Budget</u>	<u>Request</u>
IT: Maintenance Services	\$ 2,277,800	\$ 36,900

This purchase complies with State Statute, Board Policy and Administrative Procedures. 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 bidding under Illinois Public Community College Act, 110 ILCS 805/3-27.1 (f).

This purchase supports Goal #8 Infrastructure of the Strategic Long Range Plan: College of DuPage is committed to maintaining, improving and developing structures, systems and facilities necessary for the delivery of high quality education and meaningful cultural events; specifically, Strategic Objective: 8.4 Revise, integrate and implement the Information Technology Strategic Plan in order to enhance student success, maximize institutional effectiveness and ensure hardware and software are reliable, secure (from data breaches) and are user friendly to students, employees and other stakeholders.

SIGNATURE PAGE

Ad Astra Information Systems Annual Contract

ITEM(S) ON REQUEST

That the Board of Trustees approves the annual contract for FY19 with Ad Astra Information Systems 6900 W 80th St., Ste. 300, Overland Park, Kansas 66204 for the amount of \$36,900.

Board Chair _____ Date

Board Secretary _____ Date

1. SUBJECT

B) AT&T - FY19 Annual Expenditure for AT&T Telephone Circuits

2. REASON FOR CONSIDERATION

Monthly purchases which annually in aggregate exceed the statutory limit of \$25,000, must be approved by the Board of Trustees.

3. BACKGROUND INFORMATION

The College of DuPage uses AT&T telecommunication circuits for various elements including circuits for gas meters, building security alarms, emergency elevator phones, and fax machines. These circuits are necessary to the operations of the College and essential to public safety. All circuits are centrally managed and maintained by the department of Information Technology.

It is not anticipated to exceed the requested amount; however, this cost is estimated, as taxes and fees can fluctuate on these circuits throughout the year.

We receive monthly telephone bills from this vendor that will be paid through the period 7/1/2018 thru 6/30/2019.

	<u>FY2018</u>	<u>FY2019</u>	<u>Variance</u>
Item Cost	\$30,000	\$30,000	0%

Budget Detail

	<u>FY2019 - Proposed</u>	
	<u>Annual</u>	<u>Current</u>
	<u>Budget</u>	<u>Request</u>
O&M Telephone	\$ 308,441	\$ 30,000

This purchase complies with State Statute, Board Policy and Administrative Procedures. 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 bidding under the Illinois Public Community College Act, 110 ILCS 805/3-27.1 (f).

This purchase supports Goal #8 Infrastructure of the Strategic Long Range Plan: College of DuPage is committed to maintaining, improving and developing structures, systems and facilities necessary for the delivery of high quality education and meaningful cultural events; specifically, Strategic Objective: 8.4 Revise, integrate and implement the Information Technology Strategic Plan in order to enhance student success, maximize institutional effectiveness and ensure hardware and software are reliable, secure (from data breaches) and are user friendly to students, employees and other stakeholders.

SIGNATURE PAGE

FY19 Annual Expenditure for AT&T Telephone Circuits

ITEM(S) ON REQUEST

That the Board of Trustees approves the annual expenditure renewal for FY19 for AT&T circuits to AT&T, 208 S. Akard Street, Dallas, TX 75202 for the amount not to exceed \$30,000.00.

Board Chair Date

Board Secretary Date

1. SUBJECT

C) Blackboard Learning Management System Annual Maintenance Renewal.

2. REASON FOR CONSIDERATION

The Board of Trustees must approve a single purchase/contract exceeding the statutory limit of \$25,000.

3. BACKGROUND INFORMATION

In September 2006, the Board approved the purchase of the Learning and Content Systems from Blackboard, Inc. This system became operational in January 2007 for online course delivery and instruction. This system was available for college-wide use in August 2007. In August 2014, an additional module was acquired with Board approval, to enhance learning for language classes. This agreement provides technical resources and guarantees that we will be kept current with all major software updates and issues will be addressed in a timely manner. Blackboard, Inc. will supply College of DuPage with all appropriate updates to be made to the Learning System and the data integration process.

The FY19 increase is due to vendor support needed for a custom report developed by the vendor within FY18.

The current contract with Blackboard has an initial term of three years (FY17, FY18, FY19), with automatic one-year renewals thereafter unless terminated by either party. This request is for costs of the contract period 7/1/2018 through 6/30/2019, and represents the third year of the initial term.

	<u>FY2018</u>	<u>FY2019</u>	<u>Variance</u>
Item Cost	\$137,329	\$144,829	5.46%

Budget Detail

	<u>FY2019 - Proposed</u>	
	<u>Annual</u>	<u>Current</u>
	<u>Budget</u>	<u>Request</u>
IT: Maintenance Services	\$ 2,277,800	\$ 144,829

This purchase complies with State Statute, Board Policy and Administrative Procedures. 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 bidding under Illinois Public Community College Act, 110 ILCS 805/3-27.1 (f).

This purchase supports Goal #8 Infrastructure of the Strategic Long Range Plan: College of DuPage is committed to maintaining, improving and developing structures, systems and facilities necessary for the delivery of high quality education and meaningful cultural events; specifically, Strategic Objective: 8.4 Revise, integrate and implement the Information Technology Strategic Plan in order to enhance student success, maximize institutional effectiveness and ensure hardware and software are reliable, secure (from data breaches) and are user friendly to students, employees and other stakeholders.

SIGNATURE PAGE

Blackboard Learning Management System Annual Maintenance Renewal.

ITEM(S) ON REQUEST

That the Board of Trustees approves the annual maintenance contract renewal for FY19 for Blackboard Learning Management System to Blackboard, 8335 Keystone Crossing, Ste. 200, Indianapolis, IN 46240 for the amount of \$144,829.00.

Board Chair _____ Date

Board Secretary _____ Date

1. **SUBJECT**

D) Campus Labs, Inc. CollegiateLink Enterprise Software Maintenance Renewal.

2. **REASON FOR CONSIDERATION**

The Board of Trustees must approve a single purchase/contract exceeding the statutory limit of \$25,000.

3. **BACKGROUND INFORMATION**

The College encourages student engagement through a variety of formats. Included among these are orientation sessions, student clubs, and student leadership. To increase student participation and awareness, Student Life implemented CollegiateLink.

In June 2014, after assessing alternatives, the Student Life staff determined that CollegiateLink from Higher One (now Campus Labs, Inc.) provided the best functionality for students and received Board approval for the purchase. CollegiateLink is a hosted service offering, also commonly known as Software as a Service (SaaS). The College makes this service available to students using a single sign-on solution. Students access CollegiateLink through the College portal and are provided access to orientation session registration, student club information and participation, and student leadership elections. College staff accesses the service to create orientation sessions, track attendance at orientation sessions, create student club sites, track student participation in clubs and prepare student leadership elections.

Participation in the platform has grown this past fiscal year to over 1,100 events, 102 clubs, and nearly 2,000 users. Student feedback has been positive with comments on its ease of use and the accessible information about the clubs and organizations.

The current contract with Campus Labs has an initial term of one year (FY17), with three additional one-year renewals. This request covers the cost of the contract period 7/1/2018 through 6/30/2019, and represents the second of the three additional one-year renewals.

	<u>FY2018</u>	<u>FY2019</u>	<u>Variance</u>
Item Cost	\$30,845	\$32,079	4.0%

Budget Detail

	<u>FY2019 - Proposed</u>	
	<u>Annual</u>	<u>Current</u>
	<u>Budget</u>	<u>Request</u>
IT: Maintenance Services	\$ 2,277,800	\$ 32,079

This purchase complies with State Statute, Board Policy and Administrative Procedures. 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 bidding under Illinois Public Community College Act, 110 ILCS 805/3-27.1 (f).

This purchase supports Goal #8 Infrastructure of the Strategic Long Range Plan: College of DuPage is committed to maintaining, improving and developing structures, systems and facilities necessary for the delivery of high quality education and meaningful cultural events; specifically, Strategic Objective: 8.4 Revise, integrate and implement the Information Technology Strategic Plan in order to enhance student success, maximize institutional effectiveness and ensure hardware and software are reliable, secure (from data breaches) and are user friendly to students, employees and other stakeholders.

SIGNATURE PAGE

Campus Labs, Inc. CollegiateLink Enterprise Software Maintenance Renewal

ITEM(S) ON REQUEST

That the Board of Trustees approves the CollegiateLink Enterprise Software maintenance renewal for FY19 to Campus Labs, Inc., 210 Ellicott St., Suite 200, Buffalo, NY 14203 for the amount of \$32,079.00.

Board Chair Date

Board Secretary Date

1. **SUBJECT**

E) Civitas Learning Inc. – Schedule Planner Software annual renewal

2. **REASON FOR CONSIDERATION**

The Board of Trustees must approve a single purchase/contract exceeding the statutory limit of \$25,000.

3. **BACKGROUND INFORMATION**

Schedule Planner is a dynamic service which creates all possible class scenarios for a given set of courses and parameters the student sets. This is a unique product in the marketplace.

The College initially acquired this service for our students in 2013. New software enhancements from this sole source provider offer students the ability of “one-click” enrollment in all class sections of a selected scenario. This product is being reviewed as a tool for the Pathways initiative as it can provide a student with schedule offerings taking into consideration their work and personal time commitments. Usage of this system peaks during heavy registration periods of May - August and November – January.

The current contract with College Scheduler (now Civitas Learning, Inc.) was effective 6/1/2015, and continues indefinitely thereafter unless and until terminated by either of the parties. This request covers costs of the period 7/1/2018 through 6/30/2019, and represents the second of the three additional one-year renewals.

	<u>FY2018</u>	<u>FY2019</u>	<u>Variance</u>
Item Cost	\$29,750	\$29,750	0%

Budget Detail

	FY2019 - Proposed	
	Annual Budget	Current Request
IT: Maintenance Services	\$ 2,277,800	\$ 29,750

This purchase complies with State Statute, Board Policy and Administrative Procedures. 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 bidding under Illinois Public Community College Act, 110 ILCS 805/3-27.1 (f).

This purchase supports Goal #8 Infrastructure of the Strategic Long Range Plan: College of DuPage is committed to maintaining, improving and developing structures, systems and facilities necessary for the delivery of high quality education and meaningful cultural events; specifically, Strategic Objective: 8.4 Revise, integrate and implement the Information Technology Strategic Plan in order to enhance student success, maximize institutional effectiveness and ensure hardware and software are reliable, secure (from data breaches) and are user friendly to students, employees and other stakeholders.

SIGNATURE PAGE

Civitas Learning Inc. – Schedule Planner Software annual renewal

ITEM(S) ON REQUEST

That the Board of Trustees approves the Schedule Planner Software maintenance renewal for FY19 to Civitas Learning, Inc. 100 Congress Ave. Suite 300, Austin, TX 78701 for the amount of \$29,750.00.

Board Chair _____ Date

Board Secretary _____ Date

1. SUBJECT

F) Concur Travel Management Services Annual Contract Renewal

2. REASON FOR CONSIDERATION

The Board of Trustees must approve a single purchase/contract exceeding the statutory limit of \$25,000.

3. BACKGROUND INFORMATION

In May 2013, the Board approved the purchase of the Concur travel and expense management system. The system has enabled the College to replace the time consuming and paper-intensive processes associated with employee travel and expense with a fully integrated on-line travel management system that allows for pre-travel authorization, expense reporting, online workflow approval, auditing of expenses, airline reservations and reporting capabilities. The system is configured with rules that ensure all reservations are made based on the travel guidelines established by College policy. The Concur system calculates per diem and mileage allowances automatically through its interfaces with the GSA database and Google maps. All travel requests and expense reports are stored electronically and can be quickly audited against the pre-travel authorizations. All forms and receipts are electronically captured by the employee by scanner or smart phone and stored with the expense reports, thereby eliminating all paper storage.

To address staff's feedback about Concur, the Finance Office has introduced the below improvements :

- Created a new Concur helpdesk staffed with Accounts Payable staff.
- Academic Affairs and Student Affairs have designated specific individuals knowledgeable about Concur to assist their faculty and staff.
- Finance is conducting regular Concur sessions for overall training and "ask an expert" walk-in training.
- Finance is refining the current process in Concur that users follow for professional development related travel and expense.

The current contract with Concur Technologies has an initial term commencing on 2/1/18 through 1/31/19, and thereafter will continue until termination by either party. This request covers costs of the contract period 7/1/2018 through 6/30/2019.

	<u>FY2018</u>	<u>FY2019</u>	<u>Variance</u>
Item Cost	\$34,000	\$35,600	4.7%

Budget Detail

	<u>FY2019 - Proposed</u>	
	<u>Annual</u>	<u>Current</u>
	<u>Budget</u>	<u>Request</u>
IT: Maintenance Services	\$ 2,277,800	\$ 35,600

This purchase complies with State Statute, Board Policy and Administrative Procedures. 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 bidding under Illinois Public Community College Act, 110 ILCS 805/3-27.1.

This purchase supports Goal #8 Infrastructure of the Strategic Long Range Plan: College of DuPage is committed to maintaining, improving and developing structures, systems and facilities necessary for the delivery of high quality education and meaningful cultural events; specifically, Strategic Objective: 8.4 Revise, integrate and implement the Information Technology Strategic Plan in order to enhance student success, maximize institutional effectiveness and ensure hardware and software are reliable, secure (from data breaches) and are user friendly to students, employees and other stakeholders.

SIGNATURE PAGE

Concur Travel Management Services

ITEM(S) ON REQUEST

That the Board of Trustees approves the annual maintenance contract renewal for period 2/1/2019 through 3/31/2020 for Concur Technologies, Inc. 601 108th Ave. NE, Ste 1000, Bellevue, WA 98004 for an amount not to exceed \$35,600.00.

Board Chair

Date

Board Secretary

Date

1. SUBJECT

G) ESM Solutions Corporation Software Annual Maintenance Renewal.

2. REASON FOR CONSIDERATION

The Board of Trustees must approve a single purchase/contract exceeding the statutory limit of \$25,000.

3. BACKGROUND INFORMATION

In December 2008, the Board of Trustees approved the contract with ESM Solutions Corporation, formerly Mercury Commerce, to provide an E-Procurement solution to be used in conjunction with the Ellucian (formerly Datatel) Colleague Financial System. The products approved were easyPurchase and easyQuote. In December 2009, the Board of Trustees approved the purchase of the electronic bidding software, easyBid.

The current contract with ESM Solutions had an initial term commencing on 12/15/2008 through 6/30/2009, and thereafter automatically renews for successive one year periods until termination by either party. This request covers costs of the annual contract period of 7/1/2018 through 6/30/2019.

	<u>FY2018</u>	<u>FY2019</u>	<u>Variance</u>
Item Cost	\$35,500	\$37,371	5.27%

Budget Detail

	<u>FY2019 - Proposed</u>	
	<u>Annual</u>	<u>Current</u>
	<u>Budget</u>	<u>Request</u>
IT: Maintenance Services	\$ 2,277,800	\$ 37,371

This purchase complies with State Statute, Board Policy and Administrative Procedures. 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 bidding under Illinois Public Community College Act, 110 ILCS 805/3-27.1 (f).

This purchase supports Goal #8 Infrastructure of the Strategic Long Range Plan: College of DuPage is committed to maintaining, improving and developing structures, systems and facilities necessary for the delivery of high

quality education and meaningful cultural events; specifically, Strategic Objective: 8.4 Revise, integrate and implement the Information Technology Strategic Plan in order to enhance student success, maximize institutional effectiveness and ensure hardware and software are reliable, secure (from data breaches) and are user friendly to students, employees and other stakeholders.

SIGNATURE PAGE

ESM Solutions Corporation Software Annual Maintenance Renewal.

ITEM(S) ON REQUEST

That the Board of Trustees approves the ESM Solutions Corporation Software Annual Maintenance Renewal for FY19 to ESM Solutions, 2700 Kelly Rd., Suite 100, Warrington, PA 18976 for the amount of \$37,371.00.

Board Chair Date

Board Secretary Date

1. SUBJECT

H) Illinois Department of Central Management, Illinois Century Network (ICN) Annual Expenditure for Internet Bandwidth.

2. REASON FOR CONSIDERATION

The Board of Trustees must approve monthly purchases that annually in aggregate exceed the statutory limit of \$25,000.

3. BACKGROUND INFORMATION

The College of DuPage has been associated with the Illinois Century Network (ICN) since its inception. Founded in 1997, ICN is managed by the Illinois Department of Central Management Services (CMS) and provides high-speed fiber optic broadband and information technology services for data, video, and audio communications to more than 8,000 schools, libraries, colleges, universities, museums, local government, state agencies, hospitals, and health care centers. The network currently provides the College one of two Internet connections for redundancy.

Community Colleges were specifically identified as “Community Anchors”. We are major hubs for access to the network for anyone in the area through equipment ICN has on our campus. ICN has historically been cheaper than any other provider, and provides us a critical redundant path for fiber entry onto the campus. ICN support was invaluable when we were a victim of a denial of service attack several years back.

The current agreement with Illinois Department of Central Management was effective 7/1/2013, and continues indefinitely thereafter until terminated by either of the parties. The annual expenditure request includes 1GB Internet bandwidth, port charges, and DDoS (Distributed Denial of Service) Protection for FY2019.

	<u>FY2018</u>	<u>FY2019</u>	<u>Variance</u>
Item Cost	\$43,500	\$43,500	0%

Budget Detail

	FY2019 - Proposed	
	Annual	Current
	Budget	Request
IT: Maintenance Services	\$ 2,277,800	\$ 43,500

This purchase complies with State Statute, Board Policy and Administrative Procedures. 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 bidding under Illinois Public Community College Act, 110 ILCS 805/3-27.1 (f).

This purchase supports Goal #8 Infrastructure of the Strategic Long Range Plan: College of DuPage is committed to maintaining, improving and developing structures, systems and facilities necessary for the delivery of high quality education and meaningful cultural events; specifically, Strategic Objective: 8.4 Revise, integrate and implement the Information Technology Strategic Plan in order to enhance student success, maximize institutional effectiveness and ensure hardware and software are reliable, secure (from data breaches) and are user friendly to students, employees and other stakeholders.

SIGNATURE PAGE

Illinois Department of Central Management, Illinois Century Network (ICN)
Annual Internet Bandwidth Renewal.

ITEM(S) ON REQUEST

That the Board of Trustees approves the Annual Internet bandwidth expenditure for FY19 to Illinois Dept. of Innovation & Technology Central Management (ICN-Illinois Century Network) Communications Revolving Fund, PO Box 10255, Springfield, IL 62791-0255 for the amount of \$43,500.00.

Board Chair

Date

Board Secretary

Date

1. SUBJECT

l) Hyland Perceptive Content annual maintenance renewal.

2. REASON FOR CONSIDERATION

A single purchase/contract exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. BACKGROUND INFORMATION

In August 2009, the Board of Trustees approved the acquisition of Perceptive Software's ImageNow Enterprise Content Management (ECM) document imaging solution (now Hyland Perceptive Content, formerly Lexmark Enterprise Software - Perceptive Content). The College implemented the software and was licensed in September 2009. Perceptive Content ECM allows departments on campus to input, route, approve, and archive documents in an electronic format. Electronic document storage permits one-click access to relevant documents, provides greater privacy controls, eliminates much of the space requirements of storing paper documents, retains and protects document images per Illinois and Department of Defense standards and makes documents universally available to authorized individuals. Documents within the system can be linked to data stored within Ellucian Colleague.

The contract with Perceptive Software had an initial term commencing on 8/1/2009 through 6/30/2012, with seven (7) additional renewal periods during which Perceptive would limit maintenance cost increases to a specified amount each year. This request covers costs for a one-year agreement with annual maintenance contract for the period 7/1/2018 through 6/30/2019, which is the last of the seven additional renewal periods covered by the agreement. In FY19, to ensure continuity of document storage processes, the college will review options for entering into a new agreement with Hyland that continues to limit annual maintenance cost increases.

	<u>FY2018</u>	<u>FY2019</u>	<u>Variance</u>
Item Cost	\$71,300.95	\$73,874.58	3.6%

Budget Detail

	FY2019 - Proposed	
	Annual	Current
	Budget	Request
IT: Maintenance Services	\$ 2,277,800	\$ 73,875

This purchase complies with State Statute, Board Policy and Administrative Procedures. 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 bidding under Illinois Public Community College Act, 110 ILCS 805/3-27.1 (f).

This purchase supports Goal #8 Infrastructure of the Strategic Long Range Plan: College of DuPage is committed to maintaining, improving and developing structures, systems and facilities necessary for the delivery of high quality education and meaningful cultural events; specifically, Strategic Objective: 8.4 Revise, integrate and implement the Information Technology Strategic Plan in order to enhance student success, maximize institutional effectiveness and ensure hardware and software are reliable, secure (from data breaches) and are user friendly to students, employees and other stakeholders.

SIGNATURE PAGE

Hyland LLC Annual Maintenance Contract renewal.

ITEM(S) ON REQUEST

That the Board of Trustees approves the FY19 annual maintenance contract renewal to Hyland LLC, 8900 Renner Blvd., Lenexa, KS 66219 for the amount of \$73,874.58.

Board Chair _____ Date

Board Secretary _____ Date

1. SUBJECT

J) Oracle Corporation for Hyperion Budgeting System.

2. REASON FOR CONSIDERATION

The Board of Trustees must approve a single purchase/contract exceeding the statutory limit of \$25,000.

3. BACKGROUND INFORMATION

In February 2012, the Board of Trustees approved the purchase of the Hyperion Budgeting system. This system became operational in November 2012 for use by the Finance Office. This system was available February 2013 for college-wide use with the Fiscal Year 2014 budget cycle. This agreement provides technical resources and guarantees we are kept current with all major software updates.

In addition to a system to build the institution's annual budget, the Hyperion system offers many benefits to the College's planning process: position control budgeting, adhoc query and modeling, and report development.

The current license and services agreement was effective 2/28/2012 and continues indefinitely thereafter unless and until terminated by either of the parties. The term of this annual maintenance contract is 7/1/2018 through 6/30/2019.

	<u>FY2018</u>	<u>FY2019</u>	<u>Variance</u>
Item Cost	\$43,179	\$44,474	3.0%

Budget Detail

	<u>FY2019 - Proposed</u>	
	<u>Annual Budget</u>	<u>Current Request</u>
IT: Maintenance Services	\$ 2,277,800	\$ 44,474

This purchase complies with State Statute, Board Policy and Administrative Procedures. 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 bidding under Illinois Public Community College Act, 110 ILCS 805/3-27.1 (f).

This purchase supports Goal #8 Infrastructure of the Strategic Long Range Plan: College of DuPage is committed to maintaining, improving and developing structures, systems and facilities necessary for the delivery of high quality education and meaningful cultural events; specifically, Strategic Objective: 8.4 Revise, integrate and implement the Information Technology Strategic Plan in order to enhance student success, maximize institutional effectiveness and ensure hardware and software are reliable, secure (from data breaches) and are user friendly to students, employees and other stakeholders.

SIGNATURE PAGE

Oracle Corporation for Hyperion Budgeting System.

ITEM(S) ON REQUEST

That the Board of Trustees approves the FY19 Hyperion Budgeting System Annual contract renewal to Oracle Corporation, 500 Oracle Parkway, Redwood Shores, CA 94065 for the amount of \$44,474.00.

Board Chair Date

Board Secretary Date

1. **SUBJECT**

K) Zones Inc. – State of Illinois CMS Master Contract purchase for annual VMWare Support/Subscription Renewal

2. **REASON FOR CONSIDERATION**

The Board of Trustees must approve a single purchase/contract exceeding the statutory limit of \$25,000.

3. **BACKGROUND INFORMATION**

The College of DuPage uses VMWare virtualization software to run over 200 virtual servers on 20 physical host servers in the data centers. This environment is an essential component to all of our information systems and services. Server virtualization allows for quick address of server needs and provides the benefit of cost savings on hardware and electricity.

The purchase will take advantage of the State of Illinois VMWare Statewide Master Contract (DIT8050190). We have typically purchased through this contract because it has proved to be the best pricing. For comparison, two other quotes were obtained and it demonstrated that the State of Illinois contract is the best value. This maintenance item is for technical support and software licensing for various licenses from September 2018 to October 2019.

	<u>FY2018</u>	<u>FY2019</u>	<u>Variance</u>
Item Cost	\$46,681.85	\$43,631.05	-6.5%

Budget Detail

	<u>FY2019 - Proposed</u>	
	<u>Annual</u>	<u>Current</u>
	<u>Budget</u>	<u>Request</u>
IT Plan: Maintenance Services	\$ 2,030,499	\$ 43,631

This purchase complies with State Statute, Board Policy and Administrative Procedures. 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 bidding under Illinois Public Community College Act, 110 ILCS 805/3-27.1 (f).

This purchase supports Goal #8 Infrastructure of the Strategic Long Range Plan: College of DuPage is committed to maintaining, improving and developing structures, systems and facilities necessary for the delivery of high quality education and meaningful cultural events; specifically, Strategic Objective: 8.4 Revise, integrate and implement the Information Technology Strategic Plan in order to enhance student success, maximize institutional effectiveness and ensure hardware and software are reliable, secure (from data breaches) and are user friendly to students, employees and other stakeholders.

SIGNATURE PAGE

Zones Inc. purchase for annual VMWare Support/Subscription Renewal

ITEM(S) ON REQUEST

That the Board of Trustees approves the FY19 annual VMWare Support/Subscription Renewal to Zones Inc., 1102 15th Street, S.W. Suite 102, Auburn, WA 98001 for the amount of \$43,631.05.

Board Chair _____ Date

Board Secretary _____ Date

1. SUBJECT

L) SAP Annual software maintenance renewal.

2. REASON FOR CONSIDERATION

The Board of Trustees must approve a single purchase/contract exceeding the statutory limit of \$25,000.

3. BACKGROUND INFORMATION

In June 2007, the Board of Trustees approved the purchase of Business Objects, providing ad hoc reporting college-wide, standardized reports for Information Technology and analytics for the Research Office. This system became operational in November 2008. In June 2013, data warehouse solution was acquired with Board approval. The data warehouse was operational in May 2014 for college-wide use from the employee portal. This agreement provides technical resources and guarantees that we are kept current with all major software updates.

The current software license and services agreement was effective 6/27/2007 and continues indefinitely thereafter unless and until terminated by either of the parties. The term of this annual maintenance contract is 7/1/2018 through 6/30/2019.

	<u>FY2018</u>	<u>FY2019</u>	<u>Variance</u>
Item Cost	\$64,534	\$64,534	0%

Budget Detail

	<u>FY2019 - Proposed</u>	
	<u>Annual Budget</u>	<u>Current Request</u>
IT: Maintenance Services	\$ 2,277,800	\$ 64,534

This purchase complies with State Statute, Board Policy and Administrative Procedures. 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 bidding under Illinois Public Community College Act, 110 ILCS 805/3-27.1.

This purchase supports Goal #8 Infrastructure of the Strategic Long Range Plan: College of DuPage is committed to maintaining, improving and developing structures, systems and facilities necessary for the delivery of high quality education and meaningful cultural events; specifically, Strategic Objective: 8.4 Revise, integrate and implement the Information Technology Strategic Plan in order to enhance student success, maximize institutional effectiveness and ensure hardware and software are reliable, secure (from data breaches) and are user friendly to students, employees and other stakeholders.

SIGNATURE PAGE

SAP Annual software maintenance renewal.

ITEM(S) ON REQUEST

That the Board of Trustees approves the FY19 SAP Annual software maintenance renewal to SAP Public Services, 1300 Pennsylvania Ave., Washington, DC 20004 for the amount of \$64,534.00.

Board Chair Date

Board Secretary Date

1. **SUBJECT**

M) Tickets.com Annual Contract

2. **REASON FOR CONSIDERATION**

The Board of Trustees must approve payments greater than \$15,000, but less than \$25,000, which have no prior Board approval so payment can be released.

3. **BACKGROUND INFORMATION**

In February 2004, the Board of Trustees approved the contract with Tickets.com Inc, to acquire their ticketing software to manage the MAC's ticketing and database systems. This powerful ticket transaction engine provides the MAC with control of inventory, patron information, and marketing data, resulting in enhanced customer relationships, improved ticketing services, and the ability to quickly access and analyze customer information in ways that enhance the effectiveness of marketing and fundraising efforts.

The current Master Agreement with Tickets.com has an initial term commencing on 4/15/2016 through 6/30/19, and will be automatically extended for consecutive two year terms unless terminated by either party. This request covers costs of the period 7/1/2018 through 6/30/2019.

	<u>FY2018</u>	<u>FY2019</u>	<u>Variance</u>
Item Cost	\$20,000	\$20,000	0%

Budget Detail

	<u>FY2019 - Proposed</u>	
	<u>Annual</u>	<u>Current</u>
	<u>Budget</u>	<u>Request</u>
IT: Maintenance Services	\$ 2,277,800	\$ 20,000

This purchase complies with State Statute, Board Policy and Administrative Procedures. 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 bidding under Illinois Public Community College Act, 110 ILCS 805/3-27.1.

This purchase supports Goal #8 Infrastructure of the Strategic Long Range Plan: College of DuPage is committed to maintaining, improving and developing structures, systems and facilities necessary for the delivery of high quality education and meaningful cultural events; specifically, Strategic Objective: 8.4 Revise, integrate and implement the Information Technology Strategic Plan in order to enhance student success, maximize institutional effectiveness and ensure hardware and software are reliable, secure (from data breaches) and are user friendly to students, employees and other stakeholders.

SIGNATURE PAGE

Tickets.com Annual Contract

ITEM(S) ON REQUEST

That the Board of Trustees approves the FY19 annual contract with Tickets.com, Inc. 555 Anton Blvd., 11th Floor, Costa Mesa, CA 92626 for the amount of \$20,000.00.

Board Chair _____ Date

Board Secretary _____ Date



**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Facilities Maintenance Contracts

2. **REASON FOR CONSIDERATION**

Contracts exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

The College has entered into multi-year contracts with several vendors for annual maintenance work. This Board item contains entries for each vendors' product/service contract being renewed including subject, reason for consideration, background information, budget status and signature page. Below is a summary of all products/services along with a budget summary.

Budget Status Summary

GL Account	FY2018	FY2019 - Proposed			Current Request
	YTD Spend	Annual Budget	YTD Spend	Available Balance	
01-70-00689-5304005 <i>Custodial Dept : Custodial Services</i>	\$ 401,714	\$ 577,000	\$ -	\$ 577,000	\$ 536,224
02-70-00705-5304003 <i>Maint. of Plant: Facilities Maint. Serv.</i>	406,347	477,750	-	477,750	302,889
				FY2019 Request	<u>\$ 839,113</u>

**FY2019 Budget not yet adopted. YTD Spend as of 6/4/2018.*

These contracts support Goal #8 Infrastructure of the Strategic Long Range Plan: Maintaining, improving and developing structures, systems, and facilities necessary for the delivery of high quality education and meaningful cultural events.

4. **RECOMMENDATION**

That the Board of Trustees approves the following maintenance contracts for service on the following items for a total expenditure of \$839,113.00:

Annual Maintenance Contract Renewals			
	Vendor	Address	Amount of Request
A)	Midway Staffing	2137 Euclid Ave., #2, Berwyn, IL 60402	\$536,224.00
B)	Automated Logic Corp.	2400 Ogden Ave., Suite 100, Lisle, IL 60532	\$21,848.00
C)	CAS Security Holdings, LLC	120 King Street, Elk Grove Village, IL 60007	\$22,100.00
D)	Honeywell Building Solutions	95 E. Algonquin Ave., Building D, Des Plaines, IL 60017	\$143,241.00
E)	Siemens Industry, Inc.	585 Slawin Court, Mount Prospect, IL 60656	\$115,700.00
		Total	\$839,113.00

Staff Contact: Bruce Schmiedl, Director Facilities Planning & Development

1. SUBJECT

A) FY'19 Annual Contract Renewal and Spend for Midway Staffing, Inc.

2. REASON FOR CONSIDERATION

Contracts that exceed the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. BACKGROUND INFORMATION

The College of DuPage uses a professional cleaning service to supplement the College custodial staff. In order to maintain a high quality of service, while controlling cost, the College outsources a portion of its janitorial services. The Janitorial Staffing Services Agreement for professional cleaning services to supplement the College custodial was awarded pursuant to Request for Proposal, RFP# 2017-R0017, published on April 10, 2017. On May 18, 2017, the College approved a one-year contract, with an option for two (2) additional one-year renewals. We are exercising our option for the first year of the additional one-year renewals for a not-to-exceed expenditure of \$536,224.00 for FY'19. The term of this renewal is July 1, 2018 through June 30, 2019.

Budget Detail

	<u>FY2019 - Proposed</u>	
	<u>Annual</u>	<u>Current</u>
	<u>Budget</u>	<u>Request</u>
Custodial Dept : Custodial Services	\$ 577,000	\$ 536,224

This purchase complies with State Statute, Board Policy and Administrative Procedures

SIGNATURE PAGE

A) FY'19 Annual Contract Renewal and Spend for Midway Staffing, Inc.

ITEM(S) ON REQUEST

That the Board of Trustees approves a one (1) year contract renewal option for Midway Staffing, 2137 Euclid Ave., #2, Berwyn, IL 60402 for a not-to-exceed amount of \$536,224.00.

Board Chair Date

Board Secretary Date

1. **SUBJECT**

B) September 1, 2018 through August 31, 2019 Annual Contract Renewal and Spend for Automated Logic for Building Automation Services for Culinary Hospitality Center (CHC), Technology Education Center (TEC) and the Carol Stream Center.

2. **REASON FOR CONSIDERATION**

Contracts that exceed the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

This building automation system controls the Tridium HVAC systems in the Culinary and Hospitality Center (CHC), the Technology Education Center (TEC), and the Carol Stream Center. This contract covers both hardware and software components of the system and provides regularly scheduled preventative maintenance as well as the parts and labor needed to keep the system functioning.

Automated Logic is the original installing contractor and the licensed Tridium representative in the area, and most qualified to provide the necessary parts and service to this critical system.

This is a three-year negotiated contract. The term of this annual maintenance contract is for the period of September 1, 2016 through August 31, 2019. This term represents year three of this 3-year contract for an annual amount of \$21,848.00.

Budget Detail

	<u>FY2019 - Proposed</u>	
	<u>Annual</u>	<u>Current</u>
	<u>Budget</u>	<u>Request</u>
Maint. of Plant: Facilities Maint. Serv.	\$ 477,750	\$ 21,848

This purchase complies with State Statute, Board Policy and Administrative Procedures. Per Illinois Public Community College Act, 110 ILCS 805/3-27.1 (e), "contracts for the maintenance or servicing of, or provision of repair parts for, equipment which are made with the manufacturer or authorized service agent of that equipment where the provision of parts, maintenance, or servicing can best be performed by the manufacturer or authorized service agent" are exempt from bidding.)

SIGNATURE PAGE

- B) September 1, 2018 through August 31, 2019 Annual Contract Renewal and Spend for Automated Logic for Building Automation Services for Culinary Hospitality Center (CHC), Technology Education Center (TEC) and the Carol Stream Center.

ITEM(S) ON REQUEST

That the Board of Trustees approves the September 1, 2018 through August 31, 2019 maintenance contract for Building Automation Services with Automated Logic Corp, 2400 Ogden Ave., Suite 100, Lisle, IL 60532, for a total cost of \$21,848.00.

Board Chair _____ Date

Board Secretary _____ Date

1. **SUBJECT**

- C) December 2018 through December 2019 Annual Contract Renewal and Spend for Commercial Alarm Systems for Annual Fire Alarm Testing and Inspection Services.

2. **REASON FOR CONSIDERATION**

Contracts that exceed the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

The Lisle-Woodridge Fire District requires annual testing and certification of building fire alarm systems following National Fire Protection Association Standard 72. The system must be inspected and tested by a licensed fire alarm contractor, and testing reports must be filed with a third party record-keeping agency (Brycer Compliance Engine). All buildings on the Glen Ellyn Campus are protected by a Notifier addressable fire alarm system. This is a complex system with all thirteen building fire panels networked together reporting to the College Police Dispatch Office. Campus Police Dispatch provides 24-hour fire alarm monitoring of campus buildings. During annual testing every component of the system must be checked and verified to be working properly. As the fire alarm system must be activated during testing, the work is performed over Holiday Break to minimize disruption to students and staff. On November 16, 2017, the College approved a one-year agreement, with four annual renewal options, for the total expenditure of \$114,300.00. The term of the total expenditure is from December 2017 through December 2022. We are exercising our first renewal option for December 2018 through December 2019 for an annual expenditure of \$22,100.00.

Budget Detail

	FY2019 - Proposed	
	Annual Budget	Current Request
Maint. of Plant: Facilities Maint. Serv.	\$ 477,750	\$ 22,100

This purchase complies with State Statute, Board Policy and Administrative Procedures. Per Illinois Public Community College Act, 110 ILCS 805/3-27.1 (e), "contracts for the maintenance or servicing of, or provision of repair parts for, equipment which are made with the manufacturer or authorized service agent of that equipment where the provision of parts, maintenance, or servicing can best

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June 21, 2018

be performed by the manufacturer or authorized service agent” are exempt from bidding.)

SIGNATURE PAGE

- C) December 2018 through December 2019 Annual Contract Renewal and Spend for Commercial Alarm Systems for Annual Fire Alarm Testing and Inspection Services.

ITEM(S) ON REQUEST

That the Board of Trustees approves a one (1) year maintenance contract renewal option for Fire Alarm Testing and Inspection Services with Commercial Alarm Systems, 120 King Street, Elk Grove Village, IL 60007, for December 2018 through December 2019 for a total cost of \$22,100.00.

Board Chair _____ Date

Board Secretary _____ Date

1. **SUBJECT**

D) FY'19 Annual Contract Renewal and Spend for Honeywell Building Solutions for Building Automation Services for the Berg Instructional Center (BIC), Health Science Center (HSC) and the Student Services Center (SSC).

2. **REASON FOR CONSIDERATION**

Contracts that exceed the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

This system controls the HVAC systems in the BIC, HSC, and SSC buildings. The contract covers both hardware and software components of the system and provides regularly scheduled preventative maintenance, as well as parts and labor needed to keep the system functioning on a 24-hour basis.

These building control systems are proprietary with Honeywell control systems. Honeywell is the original installing contractor, and are the most qualified to provide the necessary parts and service to this critical system.

This is a three-year negotiated contract. The term of this annual maintenance contract renewal is for the period of July 1, 2016 through June 30, 2019. FY'19 represents year three of this 3-year contract for an annual amount of \$143,241.00.

Budget Detail

	<u>FY2019 - Proposed</u>	
	<u>Annual</u>	<u>Current</u>
	<u>Budget</u>	<u>Request</u>
Maint. of Plant: Facilities Maint. Services	\$ 477,750	\$ 143,241

This purchase complies with State Statute, Board Policy and Administrative Procedures. Per Illinois Public Community College Act, 110 ILCS 805/3-27.1 (e), "contracts for the maintenance or servicing of, or provision of repair parts for, equipment which are made with the manufacturer or authorized service agent of that equipment where the provision of parts, maintenance, or servicing can best be performed by the manufacturer or authorized service agent" are exempt from bidding.)

SIGNATURE PAGE

- D) FY'19 Annual Contract Renewal and Spend for Honeywell Building Solutions, for Building Automation Services for the Berg Instructional Center (BIC), Health Science Center (HSC) and the Student Services Center (SSC).

ITEM(S) ON REQUEST

That the Board of Trustees approves the remaining year of the maintenance contract for Building Automation Services with Honeywell Building Solutions, 95 E. Algonquin Ave., Building D, Des Plaines, IL 60017, for a FY19 total cost of \$143,241.00.

Board Chair

Date

Board Secretary

Date

1. SUBJECT

E) FY'19 Annual Contract Renewal and Spend for Siemens Building Automation System Maintenance Contract for Physical Education Center (PEC), McAninch Arts Center (MAC), Campus Maintenance Center (CMC), Student Resource Center (SRC), Seaton Computing Center (SCC), Naperville Center and Westmont Center.

2. REASON FOR CONSIDERATION

Contracts that exceed the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. BACKGROUND INFORMATION

This system controls the HVAC systems in the PEC, MAC, CMC, SRC, SCC, Naperville, and Westmont buildings. The contract covers both hardware and software components of the system and provides regularly scheduled preventative maintenance, as well as parts and labor needed to keep the system functioning on a 24-hour basis.

All of the above-mentioned buildings are equipped with Siemens Controls. Siemens is the manufacturer, the original installing contractor, and is the most qualified contractor to provide the necessary parts and service to these critical systems.

This is a three-year negotiated contract. The term of this annual maintenance contract renewal is for the period of July 1, 2016 through June 30, 2019. FY'19 represents year three of this 3-year contract for an annual amount of \$115,700.00.

Budget Detail

	<u>FY2019 - Proposed</u>	
	<u>Annual</u>	<u>Current</u>
	<u>Budget</u>	<u>Request</u>
Maint. of Plant: Facilities Maint. Services	\$ 477,750	\$ 115,700

This purchase complies with State Statute, Board Policy and Administrative Procedures. Per Illinois Public Community College Act, 110 ILCS 805/3-27.1 (e), "contracts for the maintenance or servicing of, or provision of repair parts for, equipment which are made with the manufacturer or authorized service agent of that equipment where the provision of parts, maintenance, or servicing can best

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June 21, 2018

be performed by the manufacturer or authorized service agent” are exempt from bidding.

SIGNATURE PAGE

- E) FY'19 Annual Contract Renewal and Spend for Siemens Building Automation System Maintenance Contract for Physical Education Center (PEC), McAninch Arts Center (MAC), Campus Maintenance Center (CMC), Student Resource Center (SRC), Seaton Computing Center (SCC), Naperville Center and Westmont Center.

ITEM(S) ON REQUEST

That the Board of Trustees approves the remaining year of the maintenance contract for Building Automation Systems with Siemens Industry, Inc., 585 Slawin Court, Mount Prospect, IL 60656, for a FY19 total cost of \$115,700.00.

Board Chair Date

Board Secretary Date



**COLLEGE OF DUPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Telephone System Maintenance and Support Services

2. **REASON FOR CONSIDERATION**

Contracts exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

The College of DuPage has an Avaya PBX which provides telephone services to the college. In order to ensure these critical services are always available, we contract with an Avaya Certified Partner for maintenance support. The current agreement expires on June 30, 2018.

The current PBX is approximately 20 years old and scheduled for a major upgrade in FY2020. A Request for Proposal (RFP) was issued for maintenance and support services with a term of two years to coincide with the replacement of the current PBX. Having a consistent support vendor over the next two years will help us with the transition, and be more efficient since changing support vendors can be very time consuming.

A legal notice for a Request for Proposal (RFP Number 2018-R0016) was published on March 27, 2018 in the Daily Herald; the invitation was also posted to the College of DuPage Purchasing website and distributed to in-district Chambers of Commerce. Twelve (12) vendors were directly solicited. Thirty-seven (37) vendors downloaded the RFP documents. A pre-proposal meeting was held on April 3, 2018 at 11:00 a.m. in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). A public opening was held on April 17, 2018 at 11:00 a.m. in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). The following individuals attended: Jacoby Radford (COD Purchasing Manager/Recorder), Susan Castellanos (COD Buyer/Facilitator), David Virgilio (COD Assistant Financial Controller/Agent of the Board), Rich Kulig (COD Manager, Network Services), George Ahlenius (COD Telecommunications Manager), Hashem Helmi (COD Network Analyst, Network Analyst) and representatives from two (2) firms. Two (2) proposals were received. No women/minority owned businesses submitted proposals.

An evaluation committee consisting of three (3) employees assessed the submitted proposals: George Ahlenius, Telecommunications Manager; Hashem Helmi, Network Services; Rich Kulig, Manager Network Services. The evaluation committee assessed the proposals based upon criteria set forth in the RFP as indicated in the evaluation matrix below.

The evaluation committee's assessments of the proposing firms are quantified below:

Telephone System Maintenance and Support Services	Evaluation Criteria Categories								Evaluation Results		
	Capability to meet/exceed requirement		Avaya Partner Status		References and Vendor Financial Stability		Total Cost				
	30%	weight	20%	weight	10%	weight	40%	weight	Total is 100% weight		
Firm Name	Score 1- 5	Weighted Score	Score 1- 5	Weighted Score	Score 1- 5	Weighted Score	Score 1- 5	Weighted Score	Total Score 1 - 20	Total Weighted	Rank
Integration Partners	5	1.50	5	1.00	5	0.50	5	2.00	20.00	5.00	1
AT&T	5	1.50	5	1.00	5	0.50	3	1.20	18.00	4.20	2

Budget Status

<u>GL Account</u>	<u>FY2018</u>	<u>FY2019 - Proposed</u>		
	<u>YTD Spend</u>	<u>Annual Budget</u>	<u>YTD Spend</u>	<u>Available Balance</u>
01-90-16765-5304004	\$ 1,741,253	\$2,277,800	\$ -	\$2,277,800
<i>Information Technology: Maintenance Services</i>				
			FY2019 Request	\$ 76,982
			Future Commitments (FY2020)	\$ 76,982
			Total Request	\$ 153,964

**FY2019 Budget not yet adopted. YTD Spend as of 05/31/2018.*

This purchase supports Goal #8 Infrastructure of the Strategic Long Range Plan: College of DuPage is committed to maintaining, improving and developing structures, systems and facilities necessary for the delivery of high quality education and meaningful cultural events; specifically, Strategic Objective: 8.4 Revise, integrate and implement the Information Technology Strategic Plan in order to enhance student success, maximize institutional effectiveness and ensure hardware and software are reliable, secure (from data breaches) and are user friendly to students, employees and other stakeholders.

This purchase complies with State Statute, Board Policy and Administrative Procedures.

4. RECOMMENDATION

That the Board of Trustees awards the two-year telephone system maintenance and support services agreement to Integration Partners, 12 Hartwell Ave., Lexington, MA 02421 for the amount of \$153,964.38.

Staff Contact: Dr. Currier, VP Information Technology

BOARD APPROVAL

SIGNATURE PAGE FOR

TELEPHONE SYSTEM MAINTENANCE AND SUPPORT SERVICES

ITEM(S) ON REQUEST

That the Board of Trustees awards the two-year telephone system maintenance and support services agreement to Integration Partners, 12 Hartwell Ave., Lexington, MA 02421 for the amount of \$153,964.38.

BOARD CHAIR _____ DATE _____

BOARD SECRETARY _____ DATE _____



**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. SUBJECT

Comcast Spotlight LLC Advertising for McAninch Arts Center.

2. REASON FOR CONSIDERATION

A single contract exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. BACKGROUND INFORMATION

Comcast Spotlight will provide the McAninch Arts Center (MAC) with targeted cable television and online advertising services to promote multiple Touring, National Geographic Series, New Philharmonic, Buffalo Theatre Ensemble and Family Series events. Our research indicates that Comcast Spotlight is the primary cable provider in our target market. Cable reaches over 90% of TV households, Comcast Spotlight is the primary cable provider in our district, serving 50-70% of the homes with cable. This service will allow the MAC to cost effectively reach and engage very specific target markets in our district with the goal of selling tickets and strengthening brand awareness of the MAC. Because of positive results in FY18, combined with a unique targeting capability, the MAC has budgeted \$45,000 in its FY19 advertising campaign for a total of 15 shows. In FY19, the planned spend is not to exceed \$45,000 as compared to the actual spend of \$32,000 in FY18.

Bidding or quoting opportunities are extremely limited due to the relatively few cable television and online advertising service providers, most of which are not capable of targeting specific markets. Comcast Spotlight has merged with AT&T U-verse giving us coverage on both cable networks. Comcast Spotlight is the only TV provider that can run ads on both Comcast and AT&T, the two predominant TV provider companies in the district required to reach the MAC targeted audiences. This proposed expenditure is based on the best rates available and Comcast has agreed to also provide a match of free commercials for every dollar the MAC spends, which doubles the impact of our very conservative schedules for the following shows:

- Colin Mochri & Brad Sherwood: *Scared Scriptless Tour*
- Take Me to The River

- Christopher Cross
- The Texas Tenors
- Bassem Youseff
- Nutcracker
- Canadian Brass
- Bollywood Boulevard
- Best of Second City
- Pilobolus
- Ballet Hispanico
- Swan Lake
- Flamenco Passion
- **Buffalo Theatre Ensemble season (three shows)**
- New Philharmonic NYE

The \$45,000 breaks down to approximately a \$3,000 budget with a two-week schedule for each show and about 300 paid spots and 300 free spots on a variety of stations. We received 300 free spots because Carol Fox and Associates, our Marketing and PR company, negotiated a buy-one-get-one-free promotional deal with Comcast. Carol Fox and associates negotiates the pricing, manages and coordinates the placement, and writes the copy for the commercials, they also work with the editor and artists representatives to create the commercials and edit the commercials for final approval. Carol Fox and associates also manages any issues or changes to the schedules based on sales.

Budget Status

GL Account	FY2018	FY2019 - Proposed			Current Request
	YTD Spend	Annual Budget	YTD Spend	Available Balance	
05-60-11601-5407001 <i>AUX MAC Touring-Advertising Exp.</i>	\$ 264,245	\$ 333,872	\$ -	\$ 333,872	\$ 40,000
05-60-11701-5407001 <i>AUX New Philharmonic/DOT-Advertising Exp.</i>	42,290	50,988	-	50,988	2,500
05-60-11101-5407001 <i>AUX Buffalo Theatre-Advertising Exp.</i>	41,625	52,914	-	52,914	2,500
	<u>\$ 348,160</u>	<u>\$ 437,774</u>	<u>\$ -</u>	<u>\$ 437,774</u>	<u>\$ 45,000</u>
			FY2019 Request	\$ 45,000	

*FY2019 Budget not yet adopted. YTD Spend as of 06/05/2018.

This expenditure supports the following goals and objectives of the College's Strategic Long Range Plan:

- Goal #2 Value-Added Education: Going beyond the standard expectations and providing something more to the students and communities we serve.

- Strategic Objective 2.7: Expand efforts to attract and provide resources to assist nontraditional students to enroll in credit courses, especially those in the 55-plus age group.
- Goal #5 Relationships: Cooperating and collaborating with all stakeholders in order to advance mutual interests.
 - Strategic Objective 5.6: Identify, assess and enhance College of DuPage's community outreach activities, with a focus on the visual and performing arts.
 - Strategic Objective 5.7: Support collaboration, creation and learning by promoting and providing College of DuPage resources to all District 502 residents in DuPage, Will and Cook Counties
 - Strategic Objective 5.3: Identify and implement optimal methods of communicating with and engaging all College stakeholders (e.g., alumni, business leaders, elected officials).
 - Strategic Objective 5.4: Utilize internal resources to develop a new College of DuPage brand and implement a communications plan that considers the preferences and needs of students and other internal and external stakeholders.
 - Strategic Objective 5.6: Identify, assess and enhance College of DuPage's community outreach activities, with a focus on the visual and performing arts.
 - Strategic Objective 5.7: Support collaboration, creation and learning by promoting and providing College of DuPage resources to all District 502 residents in DuPage, Will and Cook Counties.

This purchase complies with State Statute, Board Policy and Administrative Procedures. 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 bidding under Illinois Public Community College Act, 110 ILCS 805/3-27.1

4. RECOMMENDATION

That the Board of Trustees approves the FY19 purchase of advertising media from Comcast Spotlight LLC, 12964 Collections Center Drive, Chicago, IL 60693, in an amount not to exceed \$45,000.00.

Staff Contact: Diana Martinez, Director, McAninch Arts Center

**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

SIGNATURE PAGE FOR

Comcast Spotlight LLC Advertising for McAninch Arts Center (MAC)

ITEM(S) ON REQUEST

That the Board of Trustees approves the FY19-purchase of advertising media from Comcast Spotlight LLC, 12964 Collections Center Drive, Chicago, IL 60693, in the amount not to exceed \$45,000.00.

Board Chair _____ Date _____

Board Secretary _____ Date _____



**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Annual ICCB RAMP Document

2. **REASON FOR CONSIDERATION**

The Illinois Community College Board (ICCB) requires Community Colleges to submit RAMP (Resource Allocation and Management Plan) documentation annually, by July 1st of each year. The submittal of RAMP documentation does not commit the College to completing a project, nor is approval a commitment of state dollars toward the project.

Project	State	Local	Total
S.T.E.M. Center	\$42,187,500	\$14,062,500	\$56,250,00
Grounds and Retention Pond Improvements	\$3,252,300	\$1,084,100	\$4,336,400
	75%	25%	100%

3. **BACKGROUND INFORMATION**

The RAMP process allows Illinois institutions of higher education to request State-funded capital projects. If funded, the state's share is 75 percent with our local contribution being 25 percent. The College's RAMP proposal will be evaluated by the Illinois Community College Board (ICCB) and ranked with other Illinois community college requests. The community college priority ranking is then sent to the Illinois Board of Higher Education, where all projects including four-year college requests are ranked. Historically, once approved by ICCB, a project may remain on the ICCB funding recommendation list for seven years or more before funds are appropriated. The RAMP document needs to be updated annually in accordance with ICCB requirements. Attached is College of DuPage FY2020 RAMP (Resource Allocation and Management Plan) Document.

4. **RECOMMENDATION**

That the Board approve the College of DuPage FY2020 RAMP Document dated June 2018 for submission to the ICCB.

Staff Contact: Bruce Schmiedl, Director of Facilities Planning and Development

SIGNATURE PAGE

Annual ICCB RAMP Document

ITEM(S) ON REQUEST

That the Board approve the College of DuPage FY2020 RAMP Document dated June 2018 for submission to the ICCB.

Board Chair _____ Date _____

Board Secretary _____ Date _____

Resource Allocation Management Plan

RAMP

Community Colleges Capital Requests

FISCAL YEAR 2020

College of DuPage

Illinois Community College District 502

Glen Ellyn, Illinois 60137

June 2018

FY 2020 RAMP – 502/College of DuPage

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COMMUNITY COLLEGE CONTACT FOR FURTHER INFORMATION

Occasionally it is necessary to contact the individual(s) responsible for completing the Capital RAMP tables in order to reconcile discrepancies or to obtain further information to clarify requested project(s). Please list the person responsible for the Capital RAMP submission in the space provided below who should be contacted for follow up inquiries. The individual below will be the person ICCB contacts to answer questions concerning the Capital RAMP requests.

Community College District College of DuPage Community District 502

Budget Year Request FY 2020

Capital RAMP Contact Person Bruce Schmiedl, Director Facilities Planning and Development

Telephone Number 630-942-2672

ONE FORM ONLY

PROGRAMMATIC JUSTIFICATION NARRATIVE

DISTRICT/COLLEGE: 502/College of DuPage

PROJECT NAME: S.T.E.M Center, 2020-1A

The programmatic justification should clearly describe the project explaining the rationale, the instructional areas affected, and functional relationships between instruction and the project.

Overview

The S.T.E.M. (Science, Technology, Engineering and Math) Center will enable the College of DuPage to improve its position as one of the nation's leaders of Community College education. This multi-functional education and instructional facility will serve District 502 residents by providing state of the art instructional, laboratory and other collaborative spaces in support of evolving S.T.E.M curriculum and trends in interactive blended learning.

This new facility will address the continuously evolving educational needs of the community, reduce an existing deficiency of classroom/laboratory space and allow the College of DuPage to prepare students to continue their success in S.T.E.M related fields in subsequent university and professional programs as well as the workplace. The changing workplace increasingly requires that employees possess multiple skills and training in order to succeed. Many universities therefore, provide students with opportunities to participate in degree programs that combine multiple fields of study thus enabling graduates to enter the marketplace with the skills that employers require in order for their respective enterprises to thrive. In order to succeed, community college students need to be better prepared to meet the demands of these multi-disciplinary programs and the workplace. They must be prepared in ways that enable them to flourish. Providing an environment that supports S.T.E.M curriculum and interactive blended learning requires an educational facility that contains the following key features:

- Classrooms that foster an environment of collaboration among students, faculty and other professionals.
- Full technology lecture and lab space that addresses the needs of multiple disciplines and specialties.
- Advanced simulation space to serve the changing demands of Science, Technology, Engineering and Math education.
- Augment Virtual Reality Lab providing a technologically advanced facility for dramatic visualization of today's large datasets in multiple disciplines, creating opportunities to learn in life-like environments.
- An immersive domed theatre to facilitate modern course offerings in Earth Sciences, Atmospheric Studies, Meteorology, Geology, Physics, Chemistry, etc. This will also facilitate collaboration with renowned science centers to leverage their reputation and resources to enhance College of DuPage S.T.E.M. leadership as well as enable tremendous public outreach programs.

SCOPE OF WORK NARRATIVE

DISTRICT/COLLEGE: 502/ College of DuPage

PROJECT NAME: S.T.E.M., 2020-1A

FULL NAME OF BUILDING (IF REMODELING): New Building/Site Construction

EXACT LOCATION (INCLUDING ADDRESS AND CITY):

425 Fawell Blvd.

Glen Ellyn, Illinois

The scope of work narrative should explain the nature of the work to be performed, general building conditions, and a site analysis.

S.T.E.M. CENTER 2020 - 1A

This new facility would consist of 105,000 square feet within three stories located on the College of DuPage main campus. The building will create a learning environment designed to meet evolving S.T.E.M. educational needs of today as well as enable the College to creatively address the needs of the future. The S.T.E.M. Center will serve as the foundation for the College of DuPage efforts to create interactive blended learning in Science, Technology, Engineering and Mathematics. The new facility will include space to address the following:

Additional Classroom Space:

New classrooms would be used to increase the number of course offerings in:

- Science
- Technology
- Engineering
- Mathematics

Science Education & Investigation:

New laboratory, lecture and collaboration spaces will enable COD to reduce scheduling conflicts that frequently occur between the Health Science curricula and the Science Education curricula. This would free-up the College to devote the requisite space within the existing Health Science Center to expand the clinical offerings in Eye Care, Geriatric Health and Hospital Simulation.

Earth Sciences, Atmospheric and Meteorological Sciences:

These programs would benefit from having the necessary spaces and infrastructure to allow updated and more complete education in each respective field by the creating the necessary support and exploration environments. Current program offerings are limited by the existing infrastructure, which could be repurposed for less technical requirements.

Immersive Domed Multi-Disciplinary Theater:

This portion of the new facility will create uniquely new opportunities for the College's science offerings by providing an environment that enables more in-depth, dramatic visual exploration in the various sciences than is typically available at other institutions. It will also provide a venue for various community organizations to further their educational and programmatic offerings.

Interactive Blended Learning:

The S.T.E.M. Center will continue the ability of the College of DuPage to create learning environments that encourage joint exploration, and teaching among the sciences, technology, engineering and mathematics programs. These interactive blended programs will promote collaborative learning designed to enable students to excel in their continued educational and professional endeavors.

Definitive space requirements have not yet been developed. Programming and design requirements will be based upon Educational Specifications that will follow curriculum formation, which is in the process of being researched and developed.

Appendix A defines the detail budget for the STEM Center including adjustments for overhead, general conditions, contingency, furniture fixtures and equipment (FFE), etc., for a FY2020 total of \$56,250,000.00.

**TABLE 1
FISCAL YEAR 2020 CAPITAL PROJECT REQUEST**

DISTRICT/COLLEGE:

PROJECT NAME AND/OR DESCRIPTION

Check one:

NEW FACILITIES CONSTRUCTION/ACQUISITION

REMODELING/REHABILITATION PROJECT

OTHER

(Complete Table 2)
 (Complete Table 2)
 (Complete Table 2 or provide additional information per instructions)

DISTRICT PRIORITY NUMBER

#1

OUT OF

#2

Check one:

NEW REQUEST

REQUESTED PREVIOUSLY

Dollars rounded to the nearest hundred (for example and per instructions enter \$1,456,789 as \$1,456.8)

PROJECT CATEGORIES*	PRIOR YEARS FUNDING*			CURRENT REQUEST FY			BEYOND CURRENT YEAR*			TOTAL PROJECT COST		
	STATE FUNDS	LOCAL FUNDS	TOTAL COST	STATE FUNDS	LOCAL FUNDS	TOTAL COST	STATE FUNDS	LOCAL FUNDS	TOTAL COST	STATE FUNDS	LOCAL FUNDS	TOTAL COST
BLDGS, ADDITIONS, AND/OR STRUCTURES				31,500,000.0	10,500,000.0	42,000,000.0				31,500,000.0	10,500,000.0	42,000,000.0
LAND												
EQUIPMENT				2,443,875.0	814,625.0	3,258,500.0				2,443,875.0	814,625.0	3,258,500.0
UTILITIES				1,125,000.0	375,000.0	1,500,000.0				1,125,000.0	375,000.0	1,500,000.0
REMODELING & REHABILITATION												
SITE IMPROVEMENTS				1,125,000.0	375,000.0	1,500,000.0				1,125,000.0	375,000.0	1,500,000.0
PLANNING				5,993,625.0	1,997,875.0	7,991,500.0				5,993,625.0	1,997,875.0	7,991,500.0
TOTAL				42,187,500.0	14,062,500.0	56,250,000.0				42,187,500.0	14,062,500.0	56,250,000.0

*** Describe prior year funding and/or future year funding in the scope statement section using the requested format. State funds should equal 75% of total and local funds should equal 25% of total. ICCB will adjust for credits**

TOTAL PROJECT REQUEST (CURRENT YEAR) \$ 56,250,000

TOTAL COMPLETED PROJECT COST \$ 56,250,000

DESIRED PROJECT START DATE Jun-20

ESTIMATED COMPLETION DATE Jul-21

ESTIMATED OCCUPANCY DATE Aug-21

ESTIMATED ANNUAL OPERATING COST \$ TBD

MATCHING CONTRIBUTION \$

(See item 10 in Section I of this Manual)

LOCAL FINANCING SOURCE

AVAILABLE FUND BALANCE \$14,062,500

ICCB CONSTRUCTION CREDIT \$

(if any)

DEBT ISSUE \$

DATE OF APPROVAL:

OTHER (please specify) \$

TOTAL \$14,062,500

COMPLETE ONE SHEET FOR EACH PROJECT REQUESTED

**TABLE 2
FY 2020 SUMMARY OF REQUESTED SPACE AND/OR ACREAGE**

		PART A			PART B	
		NET ASSIGNABLE SQUARE FOOTAGE SUMMARY		ACREAGE SUMMARY (Land Acquisition)	Number of Acres Requested in Budget Year	
<u>Space Type</u>	<u>FICM Codes</u>	<u>Request for New Facilities</u>	<u>Redistribution of NASF Space</u>			
		Net Assignable Square Feet (NASF)	Space Prior to Remodeling	Space After Remodeling	1 Landscaped Ground	
Classrooms	110 thru 115	32,600			2 Physical Education and Athletic Fields	
Laboratory	210 thru 255	33,645			3 Buildings and Attached Structures	
Office	310 thru 355	5,400			4 Experimental Plots	
Study	410 thru 455	9,955			5 Other Instructional Areas	
Special Use	510 thru 590	5,550			6 Parking Lots	
<i>General Use:</i>					7 Roadways	
Assembly and Exhibition	610 thru 625				8 Pond Retention and Drainage	
Other General Use	630 thru 685	15,350			9 Other (specify)	
Support Facilities	710 thru 765	2,500			Total Assigned Area	
Health Care	810 thru 895				Currently Unassigned	
Unclassified					Total Acres	
TOTAL NASF #		105,000				
TOTAL GSF* #		105,000				

*Gross Square Feet

COMPLETE THE APPLICABLE SECTION--ONE SHEET FOR EACH PROJECT REQUESTED

**TABLE 3
FY 2020 BUILDING BUDGET ESTIMATION FORM**

District/College 502 College of DuPage
Location Glen Ellyn, IL 60137
Project Name S.T.E.M. Center

(cost column rounded to the nearest hundred)

Space Type	NASF	Multiplier Factor	GSF	\$/GSF	Cost
<i>input field</i> Building	<i>input field</i> 105000	<i>input field</i> 1	<i>formula field</i> 105000	<i>input field</i> 400	\$42,000.0
Site					\$1,500.0
1. Base Total	105000		105000		\$43,500.0
2. Added Costs (sum of added cost components identified separately below)					\$3,083.9
LEED design cost up to 6% of line 1					\$2,610.0
Green Building Design/LEED Certification Level _____ (Silver, Gold, Platinum)					
Other added costs: Misc. site improvements.					\$473.9
3. Base Cost	105000		105000		\$46,583.9

4. Escalation (estimate of cost increase from the time of appropriation to the bid date) 546.4
 --assumes appropriation is received at July 1, 2018).
 Expected Bid Date: July 1, 2019 Number of Months to Bid Date: 12
 Annual Percentage (Allowable per annum inflation) from regional rate tables 0.01173

(Enter annual rate as a decimal in cell J35; i.e. 2.9% as .029)
 (inflation rate and number of months to bid are estimates and for purposes of calculating estimated costs will be standardized at 12 months to bid)

5. Escalated Building Budget (Line 3 plus Line 4) \$47,130.3

6. Escalated Building Budget Plus 10% Contingency (Line 5 multiplied by 1.10) \$51,843.4

7. Adds:

a. A/E Fees 0.08 % (use rate in E45 unless justification for another rate) \$4,147.5

b. On-Site Observation
 Number of Months _____ Days per Week _____

c. Reimbursable Expenses

d. Art in Architecture one-half of one percent (Multiply Line 6 by .005) \$259.2

e. Other Adds _____ (ADA, Asbestos, CDB 3% Admin Fee, etc. specify)

f. Sub-total Adds (Lines 7a through 7e) \$4,406.7

8. Total Building Budget (Line 6 plus Line 7f) \$56,250.0

OTHER:
 Estimate of Annual State Supported Operations and Maintenance Expense

Source of Cost Estimate: Internal estimate
 Date of Cost Estimate: Jun-18

**TABLE 4
FY 2020 MOVEABLE EQUIPMENT LIST**

District/College:

Project Name:

(cost column rounded to the nearest dollar--please round the grand total equipment cost to the nearest hundred when you transfer to table 1)

Programmatic Unit	Room Use Classification	Name of Equipment	Number of Units	Cost per Unit	Estimated Total Cost
	Classroom	Audio Visual Equipment	1	2,058,500	2,058,500
	Classroom	Classroom Furniture	1	735,000	735,000
	Classroom	Window Treatments	1	65,000	65,000
	Classroom	Information Technology Equipment	1	400,000	400,000

Grand Total Equipment Costs (this number should be included on the equipment line of table 1)

3258500

COMPLETE ONE SHEET FOR EACH PROJECT REQUESTING MOVEABLE EQUIPMENT

TABLE 3 Inflation Check Worksheet

Only Complete This Table If Project is On the ICCB List of Recommended Projects

While data is automatically imported from current year Table 3 to fill columns A-L, you do not need to input data in column M if the project is not yet on the ICCB list of recommend projects

District/College 502 College of DuPage
Location Glen Ellyn, IL 60137
Project Name S.T.E.M. Center

(cost column rounded to the nearest hundred)

Insert regional inflation rate in N9

Space Type	NASF	Multiplier Factor	GSF	\$/GSF	Cost	Refer to table 3 from your prior year FY 18 RAMP and Insert Costs in this column	% difference
<i>This information imported from current year table 3</i>							
Building	105000	1	105000	400	\$42,000.0		#DIV/0! #DIV/0!
Site	0	0	0	0	\$1,500.0		#DIV/0! #DIV/0!
0	0	0	0	0	\$0.0		#DIV/0! #DIV/0!
0	0	0	0	0	\$0.0		#DIV/0! #DIV/0!
0	0	0	0	0	\$0.0		#DIV/0! #DIV/0!
0	0	0	0	0	\$0.0		#DIV/0! #DIV/0!
0	0	0	0	0	\$0.0		#DIV/0! #DIV/0!
0	0	0	0	0	\$0.0		#DIV/0! #DIV/0!
0	0	0	0	0	\$0.0		#DIV/0! #DIV/0!
1. Base Total	105000		105000		\$43,500.0		#DIV/0! #DIV/0!
2. Added Costs (sum of added cost components identified separately below)					\$3,083.9		#DIV/0! #DIV/0!
LEED design cost up to 6% of line 1					\$2,610.0		#DIV/0! #DIV/0!
Green Building Design/LEED Certification Level _____ (Silver, Gold, Platinum)							
Other added costs:					\$473.9		
					\$0.0		
3. Base Cost	105000		105000		\$46,583.9		#DIV/0! #DIV/0!
4. Escalation (estimate of cost increase from the time of appropriation to the bid date --assumes appropriation is received at July 1, 2018). Expected Bid Date: <u>July 1, 2019</u> Number of Months to Bid Date: <u>12</u> Annual Percentage (Allowable per annum inflation) from regional rate tables _____ (Enter annual rate as a decimal; i.e. 2.9% as .029 is the statewide rate) _____ (inflation rate and number of months to bid are estimates and for purposes of calculating estimated					546.4		#DIV/0! #DIV/0!
5. Escalated Building Budget (Line 3 plus Line 4)					\$47,130.3		#DIV/0! #DIV/0!
6. Escalated Building Budget Plus 10% Contingency (Line 5 multiplied by 1.10)					\$51,843.4		#DIV/0! #DIV/0!
7. Adds:							
a. A/E Fees _____%					\$4,147.5		#DIV/0! #DIV/0!
b. On-Site Observation Number of Months _____ Days per Week _____					\$0.0		#DIV/0! #DIV/0!
c. Reimbursable Expenses					\$0.0		#DIV/0! #DIV/0!
d. Art in Architecture one-half of one percent (Multiply Line 6 by .005)					\$259.2		#DIV/0! #DIV/0!
e. Other Adds _____ (ADA, Asbestos, CDB 3% Admin Fee, etc. specify)					\$0.0		#DIV/0! #DIV/0!
f. Sub-total Adds (Lines 7a through 7e)					\$4,406.7		#DIV/0! #DIV/0!
8. Total Building Budget (Line 6 plus Line 7f)					\$56,250.0		#DIV/0! #DIV/0!

BOARD OF TRUSTEES MATCHING FUNDS COMMITMENT

I hereby certify that the Board of Trustees of College of DuPage, Community College, District # 502, meeting in their regular session on June 21, 2018, with a quorum present, officially authorized the submission of the attached Fiscal Year 2020 RAMP Community College Capital Project Request.

- I certify that the board reviewed and approved the attached programmatic justification, scope of work, and related forms for the project identified below.

- I further certify that board has made a commitment to either use available assets and/or credits, or to make local funds available for the project requested as indicated below, should the project be approved.

PROJECT NAME: S.T.E.M. Center, 2020-1A

Proposed Source(s) of Local Funding

	(List the Dollar Amount)
1. Available Local Fund Balances	<u>\$14,062,500</u>
2. Protection, Health, and Safety Tax Levy	<u>\$ 0</u>
3. Protection, Health, and Safety Bond Proceeds	<u>\$ 0</u>
4. Other Debt Issue	<u>\$ 0</u>
5. State Certified Construction Credits (Remaining from 1987)	<u>\$ 0</u>
6. Other (Please specify) _____	<u>\$ 0</u>
 TOTAL LOCAL MATCH	 <u>\$14,062,500</u>

Signed _____
Chairperson of the Board of Trustees

Signed _____
Chief Executive Officer of the College District

PROGRAMMATIC JUSTIFICATION NARRATIVE

DISTRICT/COLLEGE: 502/College of DuPage

PROJECT NAME: Grounds and Retention Pond Improvements, 2020-2A

The programmatic justification should clearly describe the project explaining the rationale, the instructional areas affected, and functional relationships between instruction and the project.

Overview

College of DuPage is a 283.92-acre site that has served the Glen Ellyn and surrounding communities by offering a wide variety of academic fields of study. As the college has grown to its current enrollment, the campus has gone through tremendous development phases, not only in enrollment numbers but also in the amount and size of buildings needed to accommodate the growing enrollment. Due to this overwhelming growth, the college has experienced a number of strains that have occurred to the physical development of the property. (1) The number of needed parking spaces has grown dramatically; this has affected storm water run-off and water detention/retention and water quality. (2) Development of new buildings has increased, thus reducing the amount of open space available for use and, in return, has put greater demands on the remaining open spaces. (3) Landscape development and compliance of the existing open spaces related to storm water runoff and parking has not kept pace with the overall development of the campus.

Considering the overall growth of the college and its existing land use, there are serious landscape, storm water, irrigation, bank stabilization, and wildlife issues that must be addressed. All of these issues need to be further evaluated, but an initial study of these subjects along with brief solutions and budgetary values follow.

The following pages will explain issues concerning campus ponds and the areas around them that have been evaluated and targeted for improvements in the immediate future.

The programmatic justification will clearly describe the project explaining the rationale, the instructional areas affected, and functional relationships between instruction and the project.

SCOPE OF WORK NARRATIVE

DISTRICT/COLLEGE: 502/ College of DuPage

PROJECT NAME: Grounds and Retention Pond Improvements, 2020-2A

FULL NAME OF BUILDING (IF REMODELING): New Site Construction

EXACT LOCATION (INCLUDING ADDRESS AND CITY):

425 Fawell Blvd.

Glen Ellyn, Illinois

The scope of work narrative should explain the nature of the work to be performed, general building conditions, and a site analysis.

McAninch Arts Building Pond Area (DP-2)

This 5.33-acre pond located on the eastern part of the campus is the most widely viewed pond on campus, and by far the largest of the four (4) ponds that were evaluated. To the immediate east of this pond is an existing wetland area that connects itself to the pond by shallow areas of standing water. This area is a wonderful example of pre-existing conditions of the Savanna that existed prior to the development of the campus. It contains a large enclosed pond that is teeming with native species of plants and animal life. Students studying native species of plants and animals at the college also use this area. Recommendations for this pond are to protect the existing area around it from future development to preserve the natural habitat that exists. To ensure that the wetland stays protected, a proper overflow system should be developed from DP-2.

The northern and western banks of this pond (DP-2) are lined with boulders in an attempt to stabilize the bank. No structural shelf was built at installation of these boulders, and years of water fluctuation have caused the boulders to sag into the pond itself. The solution to this issue is to remove the existing boulders, create a shelf throughout this area, installation of granite boulders for aesthetic design, and incorporate an intense native landscape planting in this area. The incorporation of this native planting will help stabilize the soil with increased root structure to the bank, and increase the aesthetic value of the area. Proper selection, and installation, of native species of plants in the landscape design will also help the long-term geese control problem that exist in this area.

The southern shoreline of this pond is adjacent to the athletic fields and needs bank stabilization, and an intense native landscape planting. The landscape needed in this area must incorporate trees, shrubs, and perennials. This planting will also act as a screen and backdrop for the athletic fields in this area.

Overall quality of water and aquatic life is fair to poor. The water was clear to a depth of 2' at evaluation, and aquatic life could be affected by the salt content of the water. This pond would benefit from dredging to improve water quality and holding capacity for future use on campus. This area must take into consideration evaluation of runoff water so that there is not an increase in contaminants drained into the pond. Otherwise, future siltation will increase and accelerate the necessity of dredging the pond. An air filtration system should also be installed in this pond to help decrease the algae population. Chemical applications for algae control are only short-term solutions and actually increase needed nutrients for future algae growth. The 10-year cost associated with chemical applications for the same time period is more than the initial cost of the air filtration system.

Estimates for this pond are as follows:

Removal and disposal of existing boulders, concrete, and creation of shoreline shelf, with granite boulders and air infiltration:	\$578,900
Landscape Installation:	\$291,200
	<hr/>
TOTAL:	\$870,100

West Campus (formerly building M) Pond (DP-6):

This 2.78-acre pond, located on the far west side of the campus, is currently used as the irrigation systems water source for the campus. Due to its topographical location on the campus, it is the lowest pond, thus collecting water run-off from several other ponds. Its current condition does not allow proper water retention to sustain the irrigation needs now, and will become more evident in the future as more of the campus is integrated into the irrigation system. Therefore, this pond requires dredging to increase the water quality, and water holding capacity for future use on the campus.

The shoreline of this pond is in relatively good shape, but requires bank stabilization if it is to be dredged. The pond is also located adjacent to large areas of class "A" turf. This combination of open water and manicured turf has helped establish a large population of geese to this area. Bank stabilization will help control this population.

Estimates on this pond are as follows:

Dredging of pond to accommodate future water needs and creation of shoreline shelf with boulders:	\$497,600
Landscape Installation:	\$474,600
Air Filtration System:	\$129,400
Improved Weir Structure	\$675,900
	<hr/>
TOTAL:	\$1,777,500

Golden Pond (DP-1):

This 1.34-acre pond is the smallest of the four ponds studied and is located at the far southeast entrance to the campus. The existing shoreline shows signs of erosion and must have bank stabilization incorporated into its long-term plan.

The pond’s water quality is of concern due to large algae populations that have taken over the pond. This is an indication of sedimentation from the surrounding areas, thus lowering the ponds depth and allowing light to penetrate deeper into the water. This light penetration has increased the algae population greatly, and must be corrected. Immediate dredging of this pond is needed, and the installation of air filtration systems will help insure water quality in the future.

The pond’s surrounding landscape is lacking shrubs and perennials to accent its existing trees. This area is a main entrance to the campus and should be landscaped to increase the aesthetic value as an entrance to the campus. Therefore, an intense landscape plan needs to be developed to insure animal control issues and to beautify this campus entrance.

Estimates for this pond are as follows:

Dredging of pond and creation of shoreline shelf with boulders:	\$501,400
Landscape Installation:	\$200,600
Air Filtration System:	<u>\$38,700</u>
TOTAL:	\$740,700

Total estimates are as follows:

McAninch Arts Building Pond Area (DP-2):	\$870,100
Building “M” Pond Area (DP-6):	\$1,777,500
Golden Pond Area (DP-1):	<u>\$740,700</u>
TOTAL:	\$3,388,300

Add:

Adjustments for future escalation, contingencies, overhead, CDB administrative fees, onsite observation, architectural fees and drawings, reimbursable expenses, etc.

	<u>\$948,100</u>
GRAND TOTAL:	\$4,336,400

Appendix A defines the detail budget for the Grounds and Retention Pond Improvements project including Planning and adjustments for overhead, contingency, inflation, etc. for a FY2020 total of **\$4,336,400** for the project.

TABLE 1 FISCAL YEAR 2020 CAPITAL PROJECT REQUEST

DISTRICT/COLLEGE: District 502/College of DuPage

PROJECT NAME AND/OR DESCRIPTION: Grounds and Retention Pond Improvements, 2020, 2A

DISTRICT PRIORITY NUMBER: #2 OUT OF #2

Check one:

Check one:

NEW FACILITIES CONSTRUCTION/ACQUISITION _____ (Complete Table 2)
 REMODELING/REHABILITATION PROJECT _____ (Complete Table 2)
 OTHER X (Complete Table 2 or provide additional information per instructions)

NEW REQUEST _____
 REQUESTED PREVIOUSLY X

Dollars rounded to the nearest hundred (for example and per instructions enter \$1,456,789 as \$1,456.8)

PROJECT CATEGORIES*	PRIOR YEARS FUNDING*			CURRENT REQUEST FY			BEYOND CURRENT YEAR*			TOTAL PROJECT COST		
	STATE FUNDS	LOCAL FUNDS	TOTAL COST	STATE FUNDS	LOCAL FUNDS	TOTAL COST	STATE FUNDS	LOCAL FUNDS	TOTAL COST	STATE FUNDS	LOCAL FUNDS	TOTAL COST
BLDGS, ADDITIONS, AND/OR STRUCTURES												
LAND												
EQUIPMENT												
UTILITIES												
REMODELING & REHABILITATION				3,252.3	1,084.1	4,336.4				3,252.3	1,084.1	4,336.4
SITE IMPROVEMENTS												
PLANNING												
TOTAL				3,252.3	1,084.1	4,336.4				3,252.3	1,084.1	4,336.4

** Describe prior year funding and/or future year funding in the scope statement section using the requested format. State funds should equal 75% of total and local funds should equal 25% of total. ICCB will adjust for credits*

TOTAL PROJECT REQUEST (CURRENT YEAR) \$ 4,336
 TOTAL COMPLETED PROJECT COST \$ 4,336
 DESIRED PROJECT START DATE Jul-19
 ESTIMATED COMPLETION DATE Jul-19
 ESTIMATED OCCUPANCY DATE Not Applicable
 ESTIMATED ANNUAL OPERATING COST \$ Not Applicable

MATCHING CONTRIBUTION \$
 (See item 10 in Section I of this Manual)
LOCAL FINANCING SOURCE
 AVAILABLE FUND BALANCE \$1,084
 ICCB CONSTRUCTION CREDIT \$
 (if any)
 DEBT ISSUE \$
 DATE OF APPROVAL: _____
 OTHER (please specify) \$
TOTAL \$1,084

COMPLETE ONE SHEET FOR EACH PROJECT REQUESTED

**TABLE 2
FY 2020 SUMMARY OF REQUESTED SPACE AND/OR ACREAGE**

		PART A			PART B	
		NET ASSIGNABLE SQUARE FOOTAGE SUMMARY			ACREAGE SUMMARY (Land Acquisition)	Number of Acres Requested in Budget Year
		REQUEST FOR NEW FACILITIES	REDISTRIBUTION OF NASF SPACE			
<u>Space Type</u>	<u>FICM Codes</u>	<u>Net Assignable Square Feet (NASF)</u>	Space Prior to Remodeling	Space After Remodeling		
					1 Landscaped Ground	N/A
					2 Physical Education and Athletic Fields	N/A
Classrooms	110 thru 115	N/A			3 Buildings and Attached Structures	N/A
Laboratory	210 thru 255	N/A			4 Experimental Plots	N/A
Office	310 thru 355	N/A			5 Other Instructional Areas	N/A
Study	410 thru 455	N/A			6 Parking Lots	N/A
Special Use	510 thru 590	N/A			7 Roadways	N/A
<i>General Use:</i>					8 Pond Retention and Drainage	N/A
Assembly and Exhibition	610 thru 625	N/A			9 Other (specify)	N/A
Other General Use	630 thru 685	N/A				
Support Facilities	710 thru 765	N/A			Total Assigned Area	N/A
Health Care	810 thru 895	N/A			Currently Unassigned	N/A
Unclassified		N/A			Total Acres	N/A
TOTAL NASF #		N/A				
TOTAL GSF* #		N/A				

*Gross Square Feet

COMPLETE THE APPLICABLE SECTION--ONE SHEET FOR EACH PROJECT REQUESTED

**TABLE 3
FY 2020 BUILDING BUDGET ESTIMATION FORM**

District/College District 502/College of DuPage
Location Glen Ellyn, Illinois
Project Name Grounds and Retention Pond Improvements, 2020-2A

(cost column rounded to the nearest hundred)

Space Type	NASF	Multiplier Factor	GSF	\$/GSF	Cost
<i>input field</i>	<i>input field</i>	<i>input field</i>	<i>formula field</i>	<i>input field</i>	
MAC DP-2-Shoreline, boulders, air filtration	N/A	N/A	N/A	N/A	\$578.9
MAC DP-2-Landscape Installaion	N/A	N/A	N/A	N/A	\$291.2
West Campus Pond DP-6-Ddredging shoreline	N/A	N/A	N/A	N/A	\$497.6
West Campus Pond DP-6-Landscape	N/A	N/A	N/A	N/A	\$474.6
West Campus Pond DP-6-Air Infiltration	N/A	N/A	N/A	N/A	\$129.4
West Campus Pond DP-6-West structure	N/A	N/A	N/A	N/A	\$675.9
Golden Pond DP-1 Dredging, shoreline	N/A	N/A	N/A	N/A	\$501.4
Golden Pond DP-1 Landscape installation	N/A	N/A	N/A	N/A	\$200.6
Golden Pond DP-1 Air filtration	N/A	N/A	N/A	N/A	\$38.7
1. Base Total					\$3,388.3
2. Added Costs (sum of added cost components identified separately below)					
LEED design cost up to 6% of line 1					
Green Building Design/LEED Certification Level _____ (Silver, Gold , Platinum)					
Other added costs:					
3. Base Cost					\$3,388.3

4. Escalation (estimate of cost increase from the time of appropriation to the bid date) 39.7
 --assumes appropriation is received at July 1, 2018).

Expected Bid Date: July 1, 2019 Number of Months to Bid Date: 12
 Annual Percentage (Allowable per annum inflation) from regional rate tables 0.01173

(Enter annual rate as a decimal in cell J35; i.e. 2.9% as .029)
 (inflation rate and number of months to bid are estimates and for purposes of calculating estimated costs will be standardized at 12 months to bid)

5. Escalated Building Budget (Line 3 plus Line 4) \$3,428.0

6. Escalated Building Budget Plus 10% Contingency (Line 5 multiplied by 1.10) \$3,770.8

7. Adds:

a. A/E Fees 0.08 % (use rate in E45 unless justification for another rate) \$301.7

b. On-Site Observation
 Number of Months _____ Days per Week _____ \$25.0

c. Reimbursable Expenses \$45.0

d. Art in Architecture
 one-half of one percent (Multiply Line 6 by .005) \$18.9

e. Other Adds _____ (ADA, Asbestos, CDB 3% Admin Fee, etc. specify) \$175.0

f. Sub-total Adds (Lines 7a through 7e) \$565.5

8. Total Building Budget (Line 6 plus Line 7f) \$4,336.4

OTHER:

Estimate of Annual State Supported Operations and Maintenance Expense _____

Source of Cost Estimate: CDB Cost Guidelines/COD Construction Dept.

Date of Cost Estimate: 7/1/2017

**TABLE 4
FY 2020 MOVEABLE EQUIPMENT LIST**

District/College: District 502/College of DuPage
Project Name: Grounds and Retention Pond Improvements, 2020-2A

(cost column rounded to the nearest dollar--please round the grand total equipment cost to the nearest hundred when you transfer to table 1)

Programmatic Unit	Room Use Classification	Name of Equipment	Number of Units	Cost per Unit	Estimated Total Cost
Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable

Grand Total Equipment Costs (this number should be included on the equipment line of table 1)

COMPLETE ONE SHEET FOR EACH PROJECT REQUESTING MOVEABLE EQUIPMENT

TABLE 3 Inflation Check Worksheet

Only Complete This Table If Project is On the ICCB List of Recommended Projects

While data is automatically imported from current year Table 3 to fill columns A-L, you do not need to input data in column M if the project is not yet on the ICCB list of recommend projects

District/College District 502/College of DuPage
Location Glen Ellyn, Illinois
Project Name Grounds and Retention Pond Improvements, 2020-2A

(cost column rounded to the nearest hundred)

Insert regional inflation rate in N9 1.17%

Space Type	NASF	Multiplier Factor	GSF	\$/GSF	Cost	Refer to table 3 from your prior year FY 18 RAMP and Insert Costs in this column	% difference
<i>This information imported from current year table 3</i>							
MAC DP-2-Shoreline, boulders, air filtration	N/A	N/A	N/A	N/A	\$578.9	572.3	1.15%
MAC DP-2-Landscape Installatiaon	N/A	N/A	N/A	N/A	\$291.2	287.9	1.15%
West Campus Pond DP-6-Ddredging shoreline	N/A	N/A	N/A	N/A	\$497.6	491.9	1.16%
West Campus Pond DP-6-Landscape	N/A	N/A	N/A	N/A	\$474.6	469.2	1.15%
West Campus Pond DP-6-Air Infiltration	N/A	N/A	N/A	N/A	\$129.4	128	1.09%
West Campus Pond DP-6-West structure	N/A	N/A	N/A	N/A	\$675.9	668.1	1.17%
Golden Pond DP-1 Dredging, shoreline	N/A	N/A	N/A	N/A	\$501.4	495.7	1.15%
Golden Pond DP-1 Landscape installation	N/A	N/A	N/A	N/A	\$200.6	198.3	1.16%
Golden Pond DP-1 Air filtration	N/A	N/A	N/A	N/A	\$38.7	38.3	1.04%
1. Base Total	0		0		\$3,388.3	3,349.7	1.15%
2. Added Costs (sum of added cost components identified separately below)							
LEED design cost up to 6% of line 1							
Green Building Design/LEED Certification Level _____ (Silver, Gold , Platinum)							
Other added costs:					\$0.0		
					\$0.0		
3. Base Cost	0		0		\$3,388.3	3349.7	1.15%
4. Escalation (estimate of cost increase from the time of appropriation to the bid date --assumes appropriation is received at July 1, 2018).							
Expected Bid Date: <u>July 1, 2019</u> Number of Months to Bid Date: <u>12</u>					39.7	61.6	-35.48%
Annual Percentage (Allowable per annum inflation) from regional rate tables <u>0.01173</u>							
(Enter annual rate as a decimal; i.e. 2.9% as .029 is the statewide rate)							
(inflation rate and number of months to bid are estimates and for purposes of calculating estimated							
5. Escalated Building Budget (Line 3 plus Line 4)					\$3,428.0	3411.3	0.49%
6. Escalated Building Budget Plus 10% Contingency (Line 5 multiplied by 1.10)							
					\$3,770.8	3737.1	0.90%
7. Adds:							
a. A/E Fees _____%					\$301.7	300.2	0.49%
b. On-Site Observation							
Number of Months _____ Days per Week _____					\$25.0	25	0.00%
c. Reimbursable Expenses					\$45.0	45	0.00%
d. Art in Architecture							
one-half of one percent (Multiply Line 6 by .005)					\$18.9	18.8	0.29%
e. Other Adds _____ (ADA, Asbestos, CDB 3% Admin Fee, etc. specify)					\$175.0	175.8	-0.46%
f. Sub-total Adds (Lines 7a through 7e)					\$565.5	564.8	0.12%
8. Total Building Budget (Line 6 plus Line 7f)					\$4,336.4	4317.2	0.44%

BOARD OF TRUSTEES MATCHING FUNDS COMMITMENT

I hereby certify that the Board of Trustees of College of DuPage, Community College, District # 502, meeting in their regular session on June 21, 2018, with a quorum present, officially authorized the submission of the attached Fiscal Year 2020 RAMP Community College Capital Project Request.

- I certify that the board reviewed and approved the attached programmatic justification, scope of work, and related forms for the project identified below.
- I further certify that board has made a commitment to either use available assets and/or credits, or to make local funds available for the project requested as indicated below, should the project be approved.

PROJECT NAME: Grounds and Retention Pond Improvements, 2020-2A

Proposed Source(s) of Local Funding

	(List the Dollar Amount)
1. Available Local Fund Balances	<u>\$ 1,084,100</u>
2. Protection, Health, and Safety Tax Levy	<u>\$ 0</u>
3. Protection, Health, and Safety Bond Proceeds	<u>\$ 0</u>
4. Other Debt Issue	<u>\$ 0</u>
5. State Certified Construction Credits (Remaining from 1987)	<u>\$ 0</u>
6. Other (Please specify) _____	<u>\$ 0</u>
TOTAL LOCAL MATCH	<u>\$1,084,100</u>

Signed _____
Chairperson of the Board of Trustees

Signed _____
Chief Executive Officer of the College District

2020 - 1A - S.T.E.M. CENTER		
Description	Amount	Total
Building Construction Costs (105,000-sf)		
New Construction (\$400/sf)	\$42,000,000	
Building Construction Costs Sub-Total		\$42,000,000
Site Construction Costs		
Landscape and Irrigation	\$1,200,000	
Site Utilities	\$1,500,000	
Site Hardscape (walks, parking, access roads)	\$300,000	
Site Construction Costs Sub-total		\$3,000,000
Furniture, Fixtures and Equipment Costs		
Audio/Visual Equipment (incl. dome theater)	\$2,058,500	
Classroom Furniture \$(7/sf)	\$735,000	
Window Treatments	\$65,000	
Information Technology Equipment	\$400,000	
Emergency Generator	\$0	
FF&E Costs Sub-Total		\$3,258,500
Signage Costs		
Large Signature Sign (exterior)	\$50,000	
Building Signs (interior directories)	\$25,000	
Room Identification Signs	\$15,000	
Signage Costs Sub-Totals		\$90,000
General Conditions/Insurance & bonds		
General Conditions 5.5%	\$2,310,000	
Insurance and Bonds (0.85%)	\$357,000	
General Conditions/Insurance & Bonds Sub-total		\$2,667,000
Permit Fee Costs		
Storm/Sanitary Sewer Fees (included in Permit Fees)	\$0	
Glen Ellyn Building Permit	\$400,000	
PUD Fees (legal, AE, etc.)	\$30,000	
IEPA Fees (included in Permit Fees)	\$0	
Permit Fee Costs Sub-Total		\$430,000
Professional Fees		
Construction Manager Preconstruction Services	\$75,000	
Constructon Manager Services Fee (2.75%)	\$1,155,000	
Architect Pre-Design/Strategic Planning Services	\$75,000	
Architect/Engineer Basic Services (6.8% CDB)	\$2,800,000	
Architect/Engineer Reimbursables	\$65,000	
Architect/Engineer LEED Services	\$65,000	
Civil Engineering Services	\$95,000	
Dome Theater Consultant	\$40,000	
Audio/Visual Technology Consultant	\$40,000	
Landscape Architect (7% landscape budget)	\$85,000	
Commissioning Agent	\$100,000	
Profesional Fees Sub-Total		\$4,595,000

2020 - 1A - S.T.E.M. CENTER		
Description	Amount	Total
Other Owner Costs		
Bid Package Costs	\$10,000	
Site Survey	\$15,000	
Soil Borings	\$17,500	
Construction Material Testing	\$90,000	
Graphics/Artwork	\$0	
Public Relations	\$0	
Move Management	\$35,000	
Builders Risk Insurance (0.1%)	\$42,000	
Other Owner Costs Sub-Total		\$209,500
GRAND TOTAL (all costs rounded)		\$56,250,000



**BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 502
COUNTIES OF DuPAGE, COOK AND WILL
STATE OF ILLINOIS**

THURSDAY, MAY 10, 2018

SPECIAL BOARD MEETING ~ 6:00 P.M.

MINUTES

HELD ON CAMPUS IN SSC-2200, GLEN ELLYN, IL

1. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

At 6:01 p.m., Chairman Mazzochi called to order the May 10, 2018 Special Board Meeting of the College of DuPage Board of Trustees. Chairman Mazzochi led the Board of Trustees in the Pledge of Allegiance.

ROLL CALL

Chairman Mazzochi asked Secretary Fenne to call the roll.

Present: Trustees Alan Bennett, Charles Bernstein, Christine Fenne, Dan Markwell, Deanne Mazzochi and Frank Napolitano.

Absent: Student Trustee Paul, Trustee Joseph Wozniak.

A quorum was present.

Also Present: John Kness, General Counsel; Dr. Ann Rondeau, President, staff members, representatives of the press and visitors.

Please Note:

Joseph Wozniak arrived at 6:21 p.m.

2. CLOSED SESSION

Motion: At 6:03 p.m., Chairman Mazzochi entertained a motion that the Board of Trustees enter into closed session. Trustee Bennett moved and Trustee Markwell seconded the motion.

John Kness, General Counsel read the reasons indicated for closed session as follows:

1. The appointment, employment, compensation, discipline, performance, or

- dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.
2. Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

 11. Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

 21. Discussion of minutes of meetings lawfully closed under this Act, whether for purposes or approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

On roll call voting aye: Trustees Bennett, Bernstein and Markwell, Secretary Fenne, Vice Chairman Napolitano and Chairman Mazzochi.

On roll call voting nay: None.

Chairman Mazzochi declared the motion passed.

Trustee Joe Wozniak arrived at 6:21 p.m.

3. RETURN TO OPEN SESSION

At 7:00 p.m. Chairman Mazzochi entertained a motion that the Board of Trustees return to open session. Trustee Markwell moved and Secretary Fenne seconded the motion.

On roll call voting aye: Trustees Bennett, Bernstein, Markwell and Wozniak, Secretary Fenne, Vice Chairman Napolitano and Chairman Mazzochi.

On roll call voting nay: None.

Chairman Mazzochi declared the motion passed.

4. PUBLIC COMMENT

- Cheryl Baunbach-Caplan thanked the Board and administration for the renovations to the adjunct meeting spaces and congratulated the graduates on behalf of all of the adjuncts.
- Richard Jarman congratulated the graduates, the outstanding faculty, new faculty hires and the promotion of several faculty members.
- Jackie McGrath congratulated the graduates, the outstanding faculty, new faculty hires and the promotion of several faculty members. She also spoke about faculty and administration working together collaboratively on the

- Strategic Long Range Plan and Facilities Master Plan in the upcoming months.
- Alice Giordano asked the Board to reconsider the closing of the Early Education Center.

5. REPORTS

a. Chairman's Report

Chairman Mazzochi stated that she accompanied Dr. Ann Rondeau and Dr. Kirk Overstreet to York High School and met with teachers and students currently using the ALEKs program. Chairman Mazzochi also visited the Illinois Tech - School of Engineering Wheaton Campus who will be collaborating with the College in the near future. Chairman Mazzochi congratulated all of this year's Outstanding Faculty, Adjunct Faculty and Counseling & Advising recipients being recognized this evening.

b. Student Trustee's Report

None.

c. President's Report

Dr. Rondeau introduced the following:

Dr. Brian Caputo, Vice President Finance and Treasurer spoke about a call the COD Police Department received from the Wheaton Police Department seeking backup to an attempted bank robbery in Wheaton. Dr. Caputo noted that Officer #320 Eric Huffnus and Officer #325 Derek Jensen responded to that call and provided needed assistance. Wheaton Police Department wrote a letter to the College thanking the officers for their assistance.

d. Budget Committee

Chairman Napolitano stated that the Budget Committee met on April 26, 2018. Chairman Napolitano indicated that there was not a quorum. However, the FY19 budget for presented for information.

e. Academic Committee Report

Chairman Bennett noted that the Academic Committee Meeting scheduled on May 7, 2018 was cancelled due to no quorum.

f. Audit Committee

Chairman Bernstein noted that there was an Audit Committee Meeting on March 27, 2018. At that meeting Board Policy 10-55: Investment of College Funds – 2nd Reading was presented and discussed.

6. PRESENTATIONS

- **Outstanding Faculty Awards**
 - Dr. Kirk Overstreet, Associate Vice President Academic Affairs
- **Pathways Update**
 - Jane Smith, Director Enrollment Services & Registrar

- Lisa Stock, Associate Vice President Academic Affairs
- **FY2019 Budget**
 - Dr. Brian Caputo, Vice President Administration & Treasurer

7. INFORMATION

The following items were provided to the Board for Information:

- a. Personnel Items
- b. Financial Statements
- c. Gifts & Grants Report
- d. Construction Change Orders
- e. Monthly Construction Update

8. CONSENT AGENDA

Chairman Mazzochi asked if there were any Consent Agenda items the Board would like to pull and vote on separately. Hearing none, Chairman Mazzochi entertained a motion to approve the Consent Agenda. Trustee Bennett moved and Trustee Markwell seconded the motion, that the Board of Trustees approve the Consent Agenda consisting of the following items:

- a. Boardroom Equipment Upgrade to AVI Systems, 717 West Algonquin Road, Arlington Heights, IL 60005, for the total amount of \$71,722.00
- b. General Counsel and Compliance Office Renovation for the Student Resource Center to the lowest responsible bidder, Integral Construction, Inc., 320 Rocbaar Drive, Romeoville, IL 60446 for the lump sum bid amount of \$122,232.00.
- c. Theatrical Light Fixtures and Accessories for Student Resource Center (SRC) 2000 from Clearwing Systems Integration, 11101 West Mitchell Street, Milwaukee, Wisconsin 53214 for the total amount of \$61,950.00.
- d. Contract for the printing of Continuing Education Class Schedule for the 2019 fiscal year (Fall 2018, Spring 2019 and Summer 2019) to the lowest responsible bidder, EP Graphics, Inc., 169 S. Jefferson Street, Berne, IN, 46711, for an amount not to exceed \$172,358.00.
- e. Purchase of two (2) new Utility AWD vehicles – Bid Rejection due to budgetary constraints.
- f. Partnership Hall Graphic Displays to the lowest responsible bidder, Custom Sign Consultants, Inc., 1929 W. Fulton Street, Chicago, Illinois 60612 for the lump sum bid amount of \$37,525.00.
- g. Audio/Visual Equipment for the Information Technology Replacement Plan on a grouped item basis to the lowest responsible bidders as follows:

Bid Group A to Conference Technologies, Inc., 1501 Ardmore Avenue, Itasca, IL 60143 for \$12,751.18.

Bid Groups B and C to Midwest Computer Products, 33W512 Roosevelt Road, West Chicago, IL 60185 for \$184,121.00.

Bid Groups D and E to B&H Foto & Electronics Corp., 420 Ninth Avenue, New York, NY 10001 for \$4,651.78.

For a total expenditure of \$201,523.96.

- h. Hewlett Packard Enterprise Network Equipment annual maintenance renewals with Riverside Technologies, Inc., 748 N. 109th Ct., Omaha, NE 65154 for the total amount of \$31,837.00.
- i. Partnership Hall Renovation General Contractor contract to the lowest responsible bidder, Expedia Corporation, Inc., 855 E. Golf Road, Suite 2143, Arlington Heights, IL 60005 for the lump sum bid amount of \$68,800.00.
- j. Educational Executive Office Renovation Conference Glass Partition – Bid Rejection due to non-conformance with the bid submittal requirements and budgetary constraints.
- k. Reimbursement to Dr. Ann Rondeau in the amount of \$548.33.
- l. April 19, 2018 Organizational Board Meeting & Regular Board Meeting Minutes.
- m. Financial Reports.
- n. Personnel Action Item: Ratification of Administrator Appointments.
- o. Personnel Action Item: Ratification of Administrator Resignations / Terminations.
- p. Personnel Action Item: Ratification of Faculty Appointments.
- q. Personnel Action Item: Ratification of Faculty Promotions / Transfers.
- r. Board Policy 10-55: Investment of College Funds – 2nd Reading.

On roll call voting aye: Trustees Bennett, Bernstein, Markwell and Wozniak, Secretary Fenne, Vice Chairman Napolitano and Chairman Mazzochi.

On roll call voting nay: None.

Chairman Mazzochi declared the motion passed.

9. APPROVAL: Financial Report: AlphaGraphics Wheaton

Motion: Chairman Mazzochi entertained a motion that the Board of Trustees approves the Financial Report: AlphaGraphics, Wheaton. Vice Chairman Napolitano moved and Trustee Markwell seconded the motion.

On roll call voting aye: Trustees Bennett, Bernstein, Markwell and Wozniak, Vice Chairman Napolitano and Chairman Mazzochi.

On roll call voting nay: None.

On roll call abstaining: Secretary Fenne.

Chairman Mazzochi declared the motion passed.

10. TRUSTEE DISCUSSION

The trustees discussed implementing a Dashboard. Trustee Bernstein wasn't sure it was the right vehicle for the Board's needs. Vice Chairman Napolitano felt it could be used as leveraging transparency to the community. Dr. Rondeau wasn't sure it was required for the strategic level and noted there was a cost for implementation. Secretary Fenne feels it could be useful for strategic purposes. Trustee Markwell doesn't feel the expense is necessary. Chairman Mazzochi thinks it could be useful in distributing meeting materials to the Trustees so that the Board books are not as cumbersome.

Vice Chairman Napolitano noted that he attended the STEM CON event held at the College last weekend. He stated that Chairman Mazzochi and former Vice Chairman Olsen were also in attendance. Vice Chairman Napolitano said the event was well attended and many had positive words regarding the event.

Trustee Bennett referenced an article in the Daily Herald about rising tuition and enrollment decreases. He noted the key take away was that ICCB reported that the State is only paying about 16% to community colleges, which is half of the 33.3% they should be paying.

11. CALENDAR DATES / Campus Events (Note: *= Required Board Event)

The next meeting will be Thursday, June 21, 2018: Regular Board Meeting at 6 p.m.; Public Hearing of the FY2019 Budget at 6:45 p.m. in SSC-2200.

12. CLOSED SESSION

Motion: At 9:00 p.m., Chairman Mazzochi entertained a motion that the Board of Trustees return to closed session. Trustee Bennett moved and Trustee Markwell seconded the motion.

John Kness, General Counsel read the reasons indicated for closed session as follows:

11. Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

21. Discussion of minutes of meetings lawfully closed under this Act, whether for purposes or approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

No action will be taken following the Closed Session; adjournment will take place immediately following Closed Session.

Motion passed on a voice vote.

Chairman Mazzochi declared the motion passed.

13. ADJOURN

Motion: At 9:37 p.m., Chairman Mazzochi entertained a motion to adjourn the May 10, 2018 Special Board Meeting. Vice Chairman Napolitano moved and Trustee Markwell seconded the motion.

Motion passed on a voice vote.

Chairman Mazzochi declared the May 10, 2018 Special Meeting of the Board of Trustees adjourned.

Christine Fenne, Secretary

Dated: June 21, 2018

Deanne M. Mazzochi, Chairman



**COLLEGE OF DUPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Marketing Project Management Software

2. **REASON FOR CONSIDERATION**

A single contract exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

The Marketing & Creative Services department typically completes up to 2500 projects each year. The department is in need of software that will help us more efficiently manage the projects and allow us to use data about those projects to increase our efficiency and better utilize our resources.

The objectives listed in the RFP are:

- Have access to a reliable, Project Management Solution with 99% uptime
- Have access to a browser and OS-independent platform that will be accessible via desktop, tablet, and mobile device
- Provide access to core users (intake, designers, writers, project managers, developers, requestors) and affiliated users (clients, administration)
- Have internal storage or connectivity to cloud storage for hosting of project assets (images, documents, mockups, etc.)
- Provide a single repository for maintaining project data on all projects
- Allow requestors to submit project requests via online form that Marketing can customize for various types of requests (e.g. new projects, change requests, etc.)
- Provide the marketing department with an audit trail of all interactions on a project for tracking and process improvement
- Allow Marketing to track all stages of the project
- Allow the Marketing department to be able to measure projects in terms of:
 - Level of effort
 - Total cost
 - Time to complete
 - Progress against deadline
 - Issues impeding progress

A legal notice for an Invitation for Bids was published on April 23, 2018 in the Daily Herald; the invitation was also posted to the College of DuPage Purchasing website and distributed to in-district Chambers of Commerce. Thirty-eight (38) vendors were directly solicited. Fifteen (15) vendors downloaded the bid documents. A public opening was held on May 4, 2018 at 2:00 p.m. in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). The following individuals were in attendance: Jacoby Radford (COD Purchasing Manager/Recorder), Susan Castellanos (COD Buyer/Facilitator), Laurie Jorgensen (COD Director, Marketing & Creative Services), Phil Gieschen (COD Risk Manager/Agent of the Board), Ellen Roberts (COD Director, Business Affairs), Laurie Jorgensen (COD Director, Marketing and Creative Services) and one (1) representative from Kaytics LLC. Three (3) bids were received. One women/minority owned business submitted a bid.

An evaluation committee consisting of the following six (6) employees from Marketing & Creative Services assessed the submitted proposals: Laurie Jorgensen, Director of Marketing & Creative Services; Louis Demas, Coordinator, Web Design; Jim Vosicky, Coordinator, Publications; Amy Calhoun, Coordinator, Marketing; Sam Burnoski, Digital Marketing Specialist; and Marsha Metcalf, Administrative Assistant.

Committee members reviewed the vendor proposals. A score sheet was completed by each committee member. The individual member scores were compiled for each criteria and the average ratings were used to determine the best solution. Final weighted scores are listed below.

Marketing Project Mangement	Evaluation Criteria Categories												Evaluation Results		
	Abilit to meet the Marketing Objectives		User interface and Ease of use		Description of Work Deliverables		Company Qualifications		Ability to meet the Functional Requirements		Pricing / Cost				
	20%	weight	20%	weight	10%	weight	10%	weight	20%	weight	20%	weight	Total is 100% weight		
Firm Name	Score 1 - 5	Weighted Score	Score 1 - 5	Weighted Score	Score 1 - 5	Weighted Score	Score 1 - 5	Weighted Score	Score 1 - 5	Weighted Score	Score 1 - 5	Weighted Score	Total Score 1 - 25	Total Weighted Score	Rank
Kaytics/Open Metrik	2.4	0.48	3	0.60	2.9	0.29	1.8	0.18	2.7	0.54	1.3	0.26	14.10	2.35	3
Team Dynamics	3.7	0.74	3.7	0.74	3.5	0.35	4.5	0.45	4	0.80	4.4	0.88	23.80	3.96	2
Workfront	4.8	0.96	4.5	0.90	4.4	0.44	4	0.40	5	1.00	4.3	0.86	27.00	4.56	1

Based on the evaluation weighted scores above, we are recommending the award of Marketing Project Management Software to Workfront.

The costs include one time implementation and training fee. The annual licensing fees are separate from implementation. Considering the cost and time involved for implementation, we propose a three-year contract. Licensing fees for 15 staff would also be locked in with a three year contract.

Year one:	Implementation	\$22,000
	License Fee	\$21,250
Year Two	License Fee	\$21,250
Year Three	License Fee	\$21,250
Total three-year Commitment		\$85,750

Budget Status

GL Account	FY2018	FY2019 - Proposed			Current Request
	YTD Spend	Annual Budget	YTD Spend	Available Balance	
01-90-00825-5404002 <i>Marketing : Computer Software</i>	\$ 213	\$ 21,250	\$ -	\$ 21,250	\$ 21,250
01-90-00825-5309001 <i>Marketing : Other Contr. Serv. Exp</i>	\$ 126,004	\$ 491,000	\$ -	\$ 491,000	\$ 22,000
*FY2019 Budget not yet adopted. YTD Spend as of 06/05/2018.		FY2019 Request		\$ 43,250	
		Future Commitments (FY2020-21)		\$ 42,500	
		Total Request		\$ 85,750	

This purchase supports Goal # 8 Infrastructure: Maintaining, improving and developing structures, systems, and facilities necessary for the delivery of high quality education and meaningful cultural events, of the Strategic Long Range Plan.

This purchase complies with State Statute, Board Policy and Administrative Procedures.

4. RECOMMENDATION

That the Board of Trustees approves a three-year contract for marketing project management software from Workfront, Inc., 3301 N. Thanksgiving Way, STE #100, Lehi Ut 84043 for a total not to exceed expenditure of \$85,750.

Staff Contact: Laurie Jorgensen, Director, Marketing & Creative Services

BOARD APPROVAL

SIGNATURE PAGE FOR

MARKETING PROJECT MANAGEMENT SOFTWARE

ITEM(S) ON REQUEST

That the Board of Trustees approves a three-year contract for marketing project management software from Workfront, Inc., 3301 N. Thanksgiving Way, STE #100, Lehi Ut 84043 for a total not to exceed expenditure of \$85,750.

BOARD CHAIR _____ DATE _____

BOARD SECRETARY _____ DATE _____



**COLLEGE OF DUPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Postage expense for the new community publication *Engage*.

2. **REASON FOR CONSIDERATION**

A single contract exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

This item represents the postage for the second issue of the new College of DuPage community publication, *Engage*. This publication will be distributed to all households within District #502 as a recruiting and community relations tool, as well as an opportunity to communicate with local community leaders. The publication will be distributed in late June 2018. The purpose of the publication is to share the return on investment of tax dollars, beneficial connections to the community, and the human, economic and emotional impact of the College, not only on campus, but on the community, the region and beyond.

This purchase supports Goal #8 of the Strategic Long Range Plan: Relationships—Cooperating and collaborating with all stakeholders in order to advance mutual interests.

Budget Status

	FY2017	FY2018		
GL Account	YTD Spend	Annual Budget	YTD Spend	Available Balance
01-90-00825-5404003 <i>Marketing & Creative Services : Postage</i>	\$ 37,366	\$ 89,610	\$ 32,164	\$ 57,446
		FY2018 Request	\$ 33,000	

*YTD Spend as of 06/05/2018.

This purchase complies with State Statute, Board Policy and Administrative Procedures. Contracts for goods or services procured from another governmental agency are exempt from bidding under Illinois Public Community College Act, 110 ILCS 805/3-27.1(k).

4. **RECOMMENDATION**

Item 7p
June 21, 2018

That the Board of Trustees approves the purchase of postage for the second FY18 issue of *Engage* magazine from the United States Postmaster, Carol Stream, 550 Fullerton Ave, Carol Stream, IL 60188 in an amount not to exceed \$33,000.00.

Staff Contact: Laurie Jorgensen, Director, Marketing & Creative Services

BOARD APPROVAL

SIGNATURE PAGE

Postage expense for the new community publication *Engage*.

ITEM(S) ON REQUEST

That the Board of Trustees approves the purchase of postage for the second FY18 issue of *Engage* magazine from the United States Postmaster, Carol Stream, 550 Fullerton Ave, Carol Stream, IL 60188 in an amount not to exceed \$33,000.00.

Board Chair _____ Date

Board Secretary _____ Date



**COLLEGE OF DUPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

The planned annual (FY19) aggregate spend for radio, social media, search engine marketing and online advertising with Zehnder Communications, Inc.

2. **REASON FOR CONSIDERATION**

Multiple purchases of the same type of item or service from the same vendor, exceeding the statutory limit of \$25,000, must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

This purchase is necessary to support the College's student recruiting efforts. The Marketing department utilizes radio, social media, search engine and online advertising to reach prospective students.

The value of using an outside agency. We utilize an agency to obtain the best pricing for our radio purchase. Agencies can leverage their entire book of business to obtain significant cost savings that we would not be able to achieve on our own with our limited annual buy. We entered into a two-year agreement with Zehnder to take advantage of a 2.5% discount on the commission. For FY2019 that would amount to a savings of \$11,612.

The original Request for Proposal process occurred in May of 2017 and Zehnder Communications, Inc. was awarded a two-year contract upon approval by the Board on June 22, 2017. Zehnder met all of the agency qualification and requirements in the RFP. A detailed, confidential rate card was provided for all services available. They offered a broad scope of services. They were the only responding firm to provide detailed samples of a media plan, insertion order, traffic report, invoice status report, reconciliation report, completion report and invoice.

This request is for approval of anticipated expenses for FY19, which is the second and final year of the contract. Zehnder fees remain consistent with the original RFP proposal.

We are reducing our broadcast radio spend to increase our digital marketing, where we are seeing good results. Broadcast is not trackable, but helps with overall brand awareness. We have increased the overall budget by \$12,000. This amount is to cover some digital/online marketing of individual academic programs. This past year we did a couple of small pilots with this with good results. We want to increase our ability to target in this way.

We include search engine marketing, social media marketing and online advertising services into this purchase because they require payment through a credit card. We do not have access to this payment method, so we utilize an agency to make the purchase on our behalf. It is most efficient to coordinate the purchase of these services through the same agency that purchases our radio advertising.

Summary of Proposed Expenses:

Item	Estimated expense	Paid to
Radio air time (broadcast and streaming)	\$215,000	Expense pass though Zehnder to various radio stations
Commission for radio buying (10%)	\$21,500	Zehnder Communications
Social Media Advertising (May include Facebook, Instagram, and/or LinkedIn)	\$18,000	Expense pass though Zehnder to various social media outlets
Fixed fee billed monthly to manage social media (Facebook)	\$150.00/mo Annual total \$1,800	Zehnder Communications
Paid Search Engine Marketing	\$138,500	Expense pass though Zehnder to Google
Fixed fee billed monthly to manage Search Engine Marketing	\$1154.17/mo Annual total \$13,850	Zehnder Communications
Online & Video advertising	\$93,000	Expense pass though Zehnder to Google and various other online advertising outlets
Fixed fee billed monthly to manage Online advertising	\$775/mo Annual total \$9300	Zehnder Communications
Research & Analytics of Online Advertising & Post- Reporting	\$700/mo Annual total \$8,400	Zehnder Communications
Creative fees for developing radio spots, online, social media (Facebook, Instagram and LinkedIn) and SEM ads.	\$72,650 Annual total	Zehnder Communications
Fixed fee billed monthly for day-to-day management of the account, including client correspondence, budget and schedule monitoring, and billing generation.	\$1,500/mo Annual total: \$18,000	Zehnder Communications
TOTAL	\$610,000	

Budget Status

<u>GL Account</u>	<u>FY2018</u>	<u>FY2019 - Proposed</u>		
	<u>YTD Spend</u>	<u>Annual Budget</u>	<u>YTD Spend</u>	<u>Available Balance</u>
01-90-00825-5407001	\$ 721,852	\$ 983,500	\$ -	\$ 983,500
<i>Marketing & Creative Services : Advertising Exps</i>				
			FY2019 Request	\$ 610,000

**FY2019 Budget not yet adopted. YTD Spend as of 06/05/2018.*

This contract supports Goal #2 of the Strategic Long Term Plan: **Value-Added Education** Going beyond the standard expectations and providing something more to the students and communities we serve—Growing Enrollment.

This purchase complies with State Statute, Board Policy and Administrative Procedures.

4. RECOMMENDATION

That the Board of Trustees approves the expenditure of, not to exceed, \$610,000 for the second year of the two-year contract with Zehnder Communications Inc., 650 Poydras St., Suite 2450, New Orleans, LA 70130.

Staff Contact: Laurie Jorgensen, Director, Marketing & Creative Services

**COLLEGE OF DUPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

SIGNATURE PAGE

The planned annual (FY19) aggregate spend for radio, social media, search engine marketing and online advertising with Zehnder Communications.

ITEM(S) ON REQUEST

That the Board of Trustees approves the expenditure of, not to exceed, \$610,000 for the second year of the two-year contract with Zehnder Communications Inc., 650 Poydras St., Suite 2450, New Orleans, LA 70130.

Board Chair

Date

Board Secretary

Date



**College of DuPage
Regular Board Meeting**

BOARD APPROVAL

1. SUBJECT

Online course tuition increase for residents who live outside of District 502

2. REASON FOR CONSIDERATION

The Board of Trustees sets tuition and fees rates.

3. BACKGROUND INFORMATION

Effective Fall 2018, any student who signs up for an online course will pay \$136 per credit hour, which is the same as the in-district tuition and fee rate for traditional, face-to-face courses. This rate is charged to any student who signs up for an online course regardless of where they live (in-district, out-of-district, out-of-state).

Recently, College of DuPage has been accepted as an institutional member of SARA, the State Authorization Reciprocity Agreement. The cost for membership is \$6,000 annually and allows the College to offer online courses to out-of-state students whose home address is located in a state that participates in SARA. There will also be an additional cost to the Learning Technologies department in staff time dedicated to maintaining required information and documentation associated with membership. Since the sole purpose of SARA membership is to enable students outside the state of Illinois to take online courses at COD, they should carry the burden of cost.

The US Department of Education governs the offering of distance education across state lines and mandates that institutions be authorized by states other than the institution's principal state of operation in order to provide distance education to residents of those states. SARA was formed to centralize the authorization process and provide uniform standards and procedures for monitoring distance education across state lines. SARA's structure consists of a national council that oversees four regional compacts; Illinois is a member of the Midwest Higher Education Compact (MHEC). The Illinois Board of Higher Education is the liaison ("state portal entity") to MHEC, while the Illinois Community College Board manages community college participation in SARA.

On average, 129 out-of-state or foreign students register for 200 online courses and 1,000 out-of-district Illinois resident students register for more than 1,500 online courses at COD each term.

4. RECOMMENDATION

Effective Spring 2019, tuition for online courses should have the same pricing structure as tuition for traditional, face-to-face courses:

(These rates are effective Fall 2018, as approved by the Board at the March 15, 2018 Regular Board Meeting):

\$136 for residents of District 502

\$323 for out-of-district Illinois residents

\$393 for non-residents of the state of Illinois including international students

Out-of-district students participating in online courses at COD via the Internet Course Exchange program offered through Illinois Community Colleges Online (ILCCO) will continue to pay the tuition as set by ILCCO.

Staff Contact: Susan Landers, Manager, Learning Technologies
Kirk Overstreet, Interim Vice President of Academic Affairs

BOARD APPROVAL

SIGNATURE PAGE FOR

**ONLINE COURSE TUITION INCREASE FOR RESIDENTS WHO LIVE OUTSIDE OF
DISTRICT 502**

ITEM(S) ON REQUEST

Effective Spring 2019, tuition for online courses should have the same pricing structure as tuition for traditional, face-to-face courses:

(These rates are effective Fall 2018, as approved by the Board at the March 15, 2018 Regular Board Meeting):

\$136 for residents of District 502

\$323 for out-of-district Illinois residents

\$393 for non-residents of the state of Illinois including international students

Out-of-district students participating in online courses at COD via the Internet Course Exchange program offered through Illinois Community Colleges Online (ILCCO) will continue to pay the tuition as set by ILCCO.

BOARD CHAIRMAN

DATE

BOARD SECRETARY

DATE



**COLLEGE OF DUPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Lead-free ammunition for Homeland Security Training Institute (HSTI), Suburban Law Enforcement Academy (SLEA) and College of DuPage Police Department (COD PD).

2. **REASON FOR CONSIDERATION**

Aggregate spend exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

This purchase represents the HSTI, SLEA and College of DuPage Police Department's aggregate spend for lead-free ammunition for Fiscal Year 2019. Various ammunition calibers and quantities of lead-free ammunition are used by the Basic Academy, police departments, federal law enforcement agencies and private sector organizations for tactical training and qualifications within the Homeland Security Training Center (HTC).

Engaging in aggregate purchases eliminates delays in receiving ammunition when needed for training while lowering cost. Lead-free ammunition typically has a long back order due to manufacturing practices to separate leaded from lead-free ammunition production.

The HSTI and SLEA departments anticipate exhausting the ammunition purchased in FY2018 by the end of August 2018. Therefore, the combined departments need to make an ammunition purchase for FY2019 training. HSTI continues to develop new training programs that require large amounts of ammunition; more federal agencies and police departments are utilizing HSTI for their tactical training; enrollments are increasing for training various groups of law enforcement; and Basic Academy training hours increased beginning June 2017. SLEA runs four (4) Basic Academy classes per year with each recruit using approximately one thousand rounds of ammunition.

All CE courses and budgets take into account instructional materials, which in this case includes ammunition. A nominal markup is added to the vendor cost per round to cover COD storage and handling.

Item 7s
June 21, 2018

A legal notice for an Invitation for Bids was published on March 26, 2018 in the Daily Herald; the invitation was also posted to the College of DuPage Purchasing Website and distributed to in-district Chambers of Commerce. Twenty-six (26) vendors were directly solicited. Seventeen (17) vendors downloaded the bid document. A public opening of the bids was held on April 12, 2018 at 2:00 p.m. in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). The following individuals were in attendance: Ellen Roberts (COD Director, Business Affairs), Jacoby Radford (COD Purchasing Manager), John McGarry (COD Buyer/Facilitator), Jordan Towne (COD Expeditor/Recorder), and David Virgilio (COD Assistant Financial Controller/Agent of the Board). Nine (9) bids were received. No women/minority owned businesses submitted bids.

Three (3) bids were rejected. Specialty Cartridge, Inc., Commonwealth Ammunition and Harper Distribution Group bids were submitted as incomplete bid responses and were rejected. Specialty Cartridge, Inc. did not bid all items as required. Commonwealth Ammunition and Harper Distribution Group failed to acknowledge all addenda in accordance with the bid requirements.

The following is a recap of the bid tabulation:

Vendor	Total Base Bid
NPEE, LC	\$ 148,664.06
Kiesler Police Supply, Inc.	\$ 155,306.18
Paul Conway Shields, Inc.	\$ 167,140.00
Ray O'Herron Company, Inc.	\$ 172,700.00
International Cartridge Corporation	\$ 178,628.06
Poly Frang, LLC	\$ 222,800.00

Awarded Vendor cost per round appears below:

Product list of lead-free ammunition by caliber		
Rounds Quoted		NPEE LC
9mm	215,000	\$0.330
.223	50,000	\$0.470
.40 caliber	60,000	\$0.36
.45 caliber	50,000	\$0.478
Sig .357	3,000	\$0.478
12 Gauge slug	7,000	\$1.04

HSTI, SLEA and COD PD will award NPEE, LC this bid as the lowest bidder.

However, if at any time NPEE LC cannot provide necessary product, we will utilize the next lowest-priced vendor per caliber if they have product available to meet our needs. This will provide HSTI, SLEA and COD PD the flexibility to ensure program needs are met. Payment will be made as invoices are received. This purchase will also help COD departments avoid unanticipated price increases throughout the year, as market costs fluctuate based on availability and demand.

Budget Status

<u>GL Account</u>	<u>Beginning FY18 Inventory</u>	FY2019		
		<u>Purchases</u>	<u>Usage</u>	<u>Current Inventory**</u>
05-63-65007-1600001 <i>SLEA CE: Inventory</i>	\$ 76,644	\$ 167,741	\$ (103,298)	\$ 141,087
		FY2019 Request		\$ 148,664

*Note: Ammunition is expensed as it is used. FY2019 Proposed Budget is \$185,000.

**Current inventory as of 6/1/2018

Item 7s
June 21, 2018

Department	GL#	Total Portion of Ammunition Quote
HSTI	05-63-65006-5401002	\$81,490.00
SLEA	05-63-65007-5401002	\$63,174.00
COD PD	01-70-00697-5401006	\$4,000.00

This purchase supports the following goals of the Strategic Long Range Plan: Goal #1 Accountability: Being transparent, answerable and responsible for all stakeholders (1.2, 1.4) and Goal #2 Value-Added Education: Going beyond the standard expectations and providing something more to the students and communities we serve (2.1, 2.3)

This purchase complies with State Statute, Board Policy and Administrative Procedures.

4. **RECOMMENDATION**

That the Board of Trustees approves the aggregate purchase of ammunition as outlined in the above table from NPEE, LC, 7100 Biscayne Blvd #210, Miami, FL 33138 in amount not to exceed \$148,664.06 in FY2019. If at any time NPEE, LC cannot provide necessary product, we will utilize the next lowest-priced vendor per caliber that has product availability to meet our needs.

Staff Contacts: Joseph Cassidy, Dean, CE/Extended Learning
Thomas Brady, Associate Dean/Director CE/HEC

BOARD APPROVAL

SIGNATURE PAGE FOR

Lead-free ammunition for Homeland Security Training Institute (HSTI), Suburban Law Enforcement Academy (SLEA) and College of DuPage Police Department (COD PD).

ITEM(S) ON REQUEST

That the Board of Trustees approves the aggregate purchase of ammunition as outlined in the above table from NPEE, LC, 7100 Biscayne Blvd #210, Miami, FL 33138 in amount not to exceed \$148,664.06 in FY2019. If at any time NPEE, LC cannot provide necessary product, we will utilize the next lowest-priced vendor per caliber that has product availability to meet our needs.

BOARD CHAIR DATE

BOARD SECRETARY DATE



**COLLEGE OF DUPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

FY2019 contract with educational partner, Bruce A. Sokolove DBA Field Training Associates, for Law Enforcement Training classes offered through Continuing Education Homeland Security Training Institute (HSTI).

2. **REASON FOR CONSIDERATION**

A contract exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

Field Training Associates is a law enforcement consulting firm specializing in public safety, human resource administration, law enforcement training issues and law enforcement employee mentoring processes. The related courses offered through the Suburban Law Enforcement Academy (SLEA) have successfully run for several years and are growing in popularity. They now attract not only students from the immediate region, but also students throughout Illinois and surrounding states.

The viability of these proprietary trainings is rooted in the unique methodology geared specifically for Field Training Officers (FTOs) and the expertise of the instructor, Bruce A. Sokolove. A frequent presenter at the International Association of Chiefs of Police annual conference and at the Federal Bureau of Investigation's National Academy at Quantico, Sokolove provides these Illinois Law Enforcement Training and Standards Board (ILETSB)-approved courses with the theoretical and practical knowledge needed to provide the best value for the investment.

This program and its proprietary methodology stand out regionally and nationally as the definitive standard in teaching this highly specialized topic. A recent survey of SLEA end users conducted by Continuing Education revealed that 76% of respondents prefer the *Sokolove Method* for their department's field training program. Only 4% of respondents from within District 502 preferred other available methods.

To meet student demand in FY2019, we intend to present two (2) *Field Training Officer/Sokolove Method* classes with an instructional expense of \$7,200.00 each, and two (2) *Supervising and Managing the FTO Program/Sokolove Method* classes with an

instructional expense of \$5,400.00 each. FY2019 instructional expense for these classes would total \$25,200.00.

College of DuPage Continuing Education reserves the right to cancel any section that is under-enrolled. If enrollment expectations are not met, the course is cancelled; therefore, no program expenses are incurred.

Financial History:

Year	Enrollment	Tuition Revenue	FY Spend (Instructor & Supplies)	Net
FY2016 7/1/15-6/30/16	79	\$27,700.00	\$32,508.00	(\$4,808.23)
FY2017 7/1/16-6/30/17	49	\$15,800.00	\$12,667.13	\$3,132.87
FY2018 7/1/17-6/30/18	49	\$19,600.00	\$17,673.98	\$1,926.02
FY2019 Projected 7/1/17-6/30/18	120 Projected	\$48,000.00 Projected	\$25,200.00	\$22,800.00 Projected

Budget Status

GL Account	FY2018	FY2019 - Proposed		
	Projected Spend	Annual Budget	YTD Spend	Available Balance
05-63-65001-5308001	\$ 37,800	\$ 57,000	-	\$ 57,000
<i>Law Enforcement CE: Instructional Service Contracts</i>				
			FY2019 Request	\$ 25,200

*FY2019 Budget not yet adopted. YTD Spend as of 05/31/2018.

This agreement supports Goal Two (2) Value-Added Education (2.1,2.3), Goal Five (5) Relationships (5.8), and Goal Six (6) Innovativeness (6.4) of the COD 2017-2021 Strategic Long Range Plan.

This purchase complies with State Statute, Board Policy and Administrative Procedures. 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 bidding under Illinois Public Community College Act, 110 ILCS 805/3-27.1.

4. RECOMMENDATION

That the Board of Trustees approves the contract and anticipated FY2019 payments for law enforcement training classes developed and instructed by Bruce A. Sokolove, DBA Field Training Associates, 2225 Draper Ave., Ypsilanti, MI 48197 to be offered through Continuing Education Homeland Security Training Institute (HSTI) in the not-to-exceed amount of \$25,200.00.

Staff Contact: Joe Cassidy, Dean of Continuing Education/Extended Learning
Tom Brady, Associate Dean Continuing Education, Homeland Security
Training Institute

BOARD APPROVAL

SIGNATURE PAGE FOR

FY19 contract with educational partner, Bruce A. Sokolove DBA Field Training Associates, for Law Enforcement Training classes offered through Continuing Education Homeland Security Training Institute (HSTI).

ITEM(S) ON REQUEST

That the Board of Trustees approves the contract and anticipated FY2019 payments for law enforcement training classes developed and instructed by Bruce A. Sokolove, DBA Field Training Associates, 2225 Draper Ave., Ypsilanti, MI 48197 to be offered through Continuing Education Homeland Security Training Institute (HSTI) in the not-to-exceed amount of \$25,200.00.

Board Chair _____ Date _____

Board Secretary _____ Date _____



**COLLEGE OF DUPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Certified Personal Trainer program and related courses from Educational Partner S.F. & Wellness, Inc., dba World Instructor Training Schools (W.I.T.S.).

2. **REASON FOR CONSIDERATION**

Contracts exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

As part of the ongoing efforts to meet the demands of providing high-quality training at affordable costs, College of DuPage Continuing Education has established revenue-sharing models for professional training programs. This provides us the opportunity to work with multiple educational partners in order to present varied professional courses and programs to offer students the ability to gain advanced knowledge and/or preparation to obtain industry credentials.

A legal notice for a Request for Proposal was published on March 2, 2018 in the Daily Herald; the invitation was also posted to the College of DuPage Purchasing website and distributed to in-district Chambers of Commerce. Eight (8) vendors were directly solicited. Nineteen (19) vendors downloaded the RFP documents. A pre-submittal conference meeting was held March 14, 2018 in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). A public opening was held on March 30, 2018 at 11:00 a.m. in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). The following individuals attended: Jacoby Radford (COD Purchasing Manager/Recorder), Susan Castellanos (COD Buyer/Facilitator), Judy Coates (COD Manager, Learning and Organization Department/Agent of the Board), Barbara DiMonte (COD Program Manager, Continuing Education/Extended Learning) and representatives from two (2) firms. Five (5) proposals were received. No women/minority owned businesses submitted proposals.

One (1) proposal was rejected due to an incomplete response. The proposal from The Oobeya Group, LLC was determined to be non-responsive for failure to submit a complete Signature Page. One (1) proposal, from JLS Performance Improvement

LLC, was determined unacceptable due to low scoring, composite score was less than 60.

An evaluation committee consisting of five (5) employees assessed the submitted proposals: Debra Hasse, Senior Program Manager; Barbara DiMonte, Program Manager; Melissa Fanella, Program Development Manager; Joanne Ivory, Associate Dean for Continuing Education; and Joe Cassidy, Dean for Continuing Education/Extended Learning.

The committee assessed the proposals based upon the following criteria set forth in the RFP: Mission and vision alignment with College of DuPage; Understanding and approach of the stated goals and scope of the program; Qualifications of both the provider organization and facilitators; Participant evaluation and/or satisfaction; Prior relevant experience and material example review; Past performance references; Total composite score of 60 or above in specialized area of training; Total cost of program, revenue sharing and value add to College of DuPage and students.

The evaluation committee's assessments of the proposing firms are quantified below:

Education Partner	Composite Score
FkiQuality LLC	85.2
Institute for Leadership Excellence & Development, Inc.	88.6
S.F. & Wellness, Inc. dba World Instructor Training Schools (W.I.T.S.)	70.9
JLS Performance Improvement LLC	Less than 60

Each educational partner provides specialized services that others do not, resulting in the selection of three (3) vendors with the highest scores to accommodate all required programs. While S.F. & Wellness did not have the highest overall, composite score among selected educational partners, they were rated highest among those providing Certified Personal Trainer programs.

Projected Annual Contract Amount:

Educational Partner	FY2019	FY2020
S.F. & Wellness, Inc., dba World Instructor Training Schools (W.I.T.S.)	\$40,115.00	\$47,460.00

Budget Status

GL Account	FY2018	FY2019 - Proposed		
	YTD Spend	Annual Budget	YTD Spend	Available Balance
05-63-63002-5308001	\$ 76,917	\$ 125,000	\$ -	\$ 125,000
<i>Professional Training CE: Instructional Service Contracts</i>				
			FY2019 Request	\$ 40,115
			Future Commitments (FY2020)	\$ 47,460
			Total Request	\$ 87,575

**FY2019 Budget not yet adopted. YTD Spend as of 06/04/2018.*

This contract supports Goals #2 and #7 of the Strategic Long Range Plan:

Goal 2: Value-Added Education, Objective 2.3 - Review, revise and develop curricular offerings to assure high-quality education and alignment with the current and emerging employee skills of local businesses and employers.

Goal 7: Financial Stewardship, Objective 7.2 - Develop a financial model that identifies new revenue sources while eliminating the reliance on State of Illinois apportionment funds.

This purchase complies with State Statute, Board Policy and Administrative Procedures.

4. RECOMMENDATION

That the Board of Trustees approves a two-year (7/1/18 – 6/30/20) contract for a Certified Personal Trainer program and related courses with S.F. & Wellness, Inc., dba World Instructor Training Schools (W.I.T.S.), 2244 Sunstates Court #107, Virginia Beach, VA 23451, in the total not to exceed amount of \$87,575.

Staff Contact: Joseph Cassidy, Dean-Continuing Education/Extended Learning
Joanne Ivory, Associate Dean, Continuing Education

BOARD APPROVAL

SIGNATURE PAGE FOR

Certified Personal Trainer program and related courses from Educational Partner S.F. & Wellness, Inc., dba World Instructor Training Schools (W.I.T.S.).

ITEM(S) ON REQUEST

That the Board of Trustees approves a two-year (7/1/18 – 6/30/20) contract for a Certified Personal Trainer program and related courses with S.F. & Wellness, Inc., dba World Instructor Training Schools (W.I.T.S.), 2244 Sunstates Court #107, Virginia Beach, VA 23451 in the total not to exceed amount of \$87,575.

BOARD CHAIR

DATE

BOARD SECRETARY

DATE



**COLLEGE OF DUPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Project Management Training from Educational Partner Institute for Leadership Excellence & Development, Inc.

2. **REASON FOR CONSIDERATION**

Contracts exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

As part of the ongoing efforts to meet the demands of providing high-quality training at affordable costs, College of DuPage Continuing Education has established revenue-sharing models for professional training programs. This provides us the opportunity to work with multiple educational partners in order to present varied professional courses and programs to offer students the ability to gain advanced knowledge and/or preparation to obtain industry credentials. The purpose of this contract is for providing Project Management, Project Management Essentials, and various other business trainings related to project management.

A legal notice for a Request for Proposal was published on March 2, 2018 in the Daily Herald; the invitation was also posted to the College of DuPage Purchasing website and distributed to in-district Chambers of Commerce. Eight (8) vendors were directly solicited. Nineteen (19) vendors downloaded the RFP documents. A pre-submittal conference meeting was held March 14, 2018 in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). A public opening was held on March 30, 2018 at 11:00 a.m. in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). The following individuals attended Jacoby Radford (COD Purchasing Manager/Recorder), Susan Castellanos (COD Buyer/Facilitator), Judy Coates (COD Manager, Learning and Organization Department/Agent of the Board), Barbara DiMonte (COD Program Manager, Continuing Education/Extended Learning) and representatives from two (2) firms. Five (5) proposals were received. No women/minority owned businesses submitted proposals.

One (1) proposal was rejected due to an incomplete response. The proposal from The Oobeya Group, LLC was determined to be non-responsive for failure to submit a

complete Signature Page. One (1) proposal, from JLS Performance Improvement LLC, was determined unacceptable due to low scoring, composite score was less than 60.

Continuing Education creates courses and programs through its staff and faculty research and through external partner proposals. Twice per year, Continuing Education also conducts a Request for Proposals (RFP) for larger educational program partners that may exceed a contractual payment of \$25,000.00 per year.

Respondents to the RFP are typically not proposing similar or identical programming. In the effort to support full transparency and to ensure the highest quality programming at the most affordable price, CE conducts the RFP to encourage diversity in submission and ultimately to ensure programming meets student and industry demand.

An evaluation committee consisting of the following five (5) employees assessed the submitted proposals: Debra Hasse, Senior Program Manager; Barbara DiMonte, Program Manager; Melissa Fanella, Program Development Manager; Joanne Ivory, Associate Dean for Continuing Education; and Joe Cassidy, Dean for Continuing Education/Extended Learning.

All proposals are scored according to alignment with College mission, market demand, company and College capabilities, references and/or past experience working with the partner and the overall soundness of the partner proposal.

Scores are not directly comparable unless respondents are proposing identical programs. Any respondent scoring under sixty (60) is disqualified as scores below the minimum raise questions of quality and/or ability to deliver within the College of DuPage standards.

The committee assessed the proposals based upon the following criteria set forth in the RFP: Mission and vision alignment with College of DuPage; Understanding and approach of the stated goals and scope of the program; Qualifications of both the provider organization and facilitators; Participant evaluation and/or satisfaction; Prior relevant experience and material example review; Past performance references; Total composite score of 60 or above in specialized area of training; Total cost of program, revenue sharing and value add to College of DuPage and students.

The evaluation committee's assessments of the proposing firms are quantified below:

Educational Partner	Composite Score
FkiQuality LLC	85.2
Institute for Leadership Excellence & Development, Inc.	88.6
JLS Performance Improvement LLC	Less than 60
S.F. & Wellness, dba W.I.T.S.	70.9

Each educational partner proposed different training programs and the scores are independent of one another. In this case, every partner scoring 70 or above was awarded the right to partner with College of DuPage Continuing Education. This score, indicative of a company's abilities, combined with student and market demands, supported the decision to collaborate with a given company.

Projected Annual Contract Amount:

Educational Partner	FY2019	FY2020
Institute for Leadership Excellence & Development, Inc.	\$68,965.00	\$74,000.00

Budget Status:

GL Account	FY2018	FY2019 - Proposed			Current Request
	YTD Spend	Annual Budget	YTD Spend	Available Balance	
05-63-63001-5308001 <i>Contract Training CE: Instructional Service Contracts</i>	\$ 11,535	\$ 60,000	\$ -	\$ 60,000	\$ 23,500
05-63-63002-5308001 <i>Professional Training CE: Instructional Service Contracts</i>	\$ 76,917	\$ 125,000	\$ -	\$ 125,000	\$ 45,465
		FY2019 Request		\$ 68,965	
		Future Commitments (FY2020)		\$ 74,000	
		Total Request		\$ 142,965	

*FY2019 Budget not yet adopted. YTD Spend as of 06/04/2018.

This contract supports Goals #2 and #7 of the Strategic Long Range Plan:
Goal 2: Value-Added Education, Objective 2.3 - Review, revise and develop curricular offerings to assure high-quality education and alignment with the current and emerging employee skills of local businesses and employers.
Goal 7: Financial Stewardship, Objective 7.2 - Develop a financial model that identifies new revenue sources while eliminating the reliance on State of Illinois apportionment funds.

This purchase complies with State Statute, Board Policy and Administrative Procedures.

4. **RECOMMENDATION**

That the Board of Trustees approves a two-year (7/1/18 – 6/30/20) contract for Project Management Trainings with Institute for Leadership Excellence & Development, Inc., 765 Pheasant Ridge Court, Suite 101, Lake Zurich, IL 60047 in the total not to exceed amount of \$142,965.

Staff Contact: Joseph Cassidy, Dean-Continuing Education/Extended Learning
Joanne Ivory, Associate Dean, Continuing Education

BOARD APPROVAL
SIGNATURE PAGE FOR

**Project Management Training from Educational Partner Institute for
Leadership Excellence & Development, Inc.**

ITEM(S) ON REQUEST

That the Board of Trustees approves a two-year (7/1/18 – 6/30/20) contract for Project Management Trainings with Institute for Leadership Excellence & Development, Inc., 765 Pheasant Ridge Court, Suite 101, Lake Zurich, IL 60047 in the total not to exceed amount of \$142,965.

BOARD CHAIR

DATE

BOARD SECRETARY

DATE



**COLLEGE OF DUPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Six Sigma Training from Educational Partner fkiQuality, LLC.

2. **REASON FOR CONSIDERATION**

Contracts exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

As part of the ongoing efforts to meet the demands of providing high-quality training at affordable costs, College of DuPage Continuing Education has established revenue-sharing models for professional training programs. This provides us the opportunity to work with multiple educational partners in order to present varied professional courses and programs to offer students the ability to gain advanced knowledge and/or preparation to obtain industry credentials. The purpose of this contract is for provision of Lean, Six Sigma, and other related training courses.

A legal notice for a Request for Proposal was published on March 2, 2018 in the Daily Herald; the invitation was also posted to the College of DuPage Purchasing website and distributed to in-district Chambers of Commerce. Eight (8) vendors were directly solicited. Nineteen (19) vendors downloaded the RFP documents. A pre-submittal conference meeting was held March 14, 2018 in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). A public opening was held on March 30, 2018 at 11:00 a.m. in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). The following individuals attended Jacoby Radford (COD Purchasing Manager/Recorder), Susan Castellanos (COD Buyer/Facilitator), Judy Coates (COD Manager, Learning and Organization Department/Agent of the Board), Barbara DiMonte (COD Program Manager, Continuing Education/Extended Learning) and representatives from two (2) firms. Five (5) proposals were received. No women/minority owned businesses submitted proposals.

One (1) proposal was rejected due to an incomplete response. The proposal from The Oobeya Group, LLC was determined to be non-responsive for failure to submit a complete Signature Page. One (1) proposal, from JLS Performance Improvement

LLC, was determined unacceptable due to low scoring; composite score was less than 60.

An evaluation committee consisting of the following five (5) employees assessed the submitted proposals: Debra Hasse, Senior Program Manager; Barbara DiMonte, Program Manager; Melissa Fanella, Program Development Manager; Joanne Ivory, Associate Dean for Continuing Education; Joe Cassidy, Dean for Continuing Education/Extended Learning.

The committee assessed the proposals based upon the following criteria set forth in the RFP: Mission and vision alignment with College of DuPage; Understanding and approach of the stated goals and scope of the program; Qualifications of both the provider organization and facilitators; Participant evaluation and/or satisfaction; Prior relevant experience and material example review; Past performance references; Total composite score of 60 or above in specialized area of training; Total cost of program, revenue sharing and value add to College of DuPage and students.

The evaluation committee's assessments of the proposing firms are quantified below:

Educational Partner	Composite Score
FkiQuality LLC	85.2
Institute for Leadership Excellence & Development, Inc.	88.6
S.F. & Wellness, dba W.I.T.S.	70.9
JLS Performance Improvement LLC	Less than 60

Each educational partner provides specialized services that others do not, resulting in the selection of three (3) vendors with the highest scores to accommodate all required programs. While fkiQuality did not have the highest overall, composite score among selected educational partners, they were rated highest among those providing Six Sigma Training programs.

Projected Annual Contract Amount:

Educational Partner	FY2019	FY2020
FkiQuality, LLC	\$56,000.00	\$56,000.00

Budget Status

GL Account	FY2018	FY2019 - Proposed			Current Request
	YTD Spend	Annual Budget	YTD Spend	Available Balance	
05-63-63001-5308001 <i>Contract Training CE: Instructional Service Contract</i>	\$ 11,535	\$ 60,000	\$ -	\$ 60,000	\$ 19,000
05-63-63002-5308001 <i>Professional Training CE: Instructional Service Contracts</i>	\$ 76,917	\$ 125,000	\$ -	\$ 125,000	\$ 37,000
			FY2019 Request	\$ 56,000	
			Future Commitments (FY2020)	\$ 56,000	
			Total Request	\$ 112,000	

*FY2019 Budget not yet adopted. YTD Spend as of 06/04/2018.

This contract supports Goals #2 and #7 of the Strategic Long Range Plan:
 Goal 2: Value-Added Education, Objective 2.3 - Review, revise and develop curricular offerings to assure high-quality education and alignment with the current and emerging employee skills of local businesses and employers.
 Goal 7: Financial Stewardship, Objective 7.2 - Develop a financial model that identifies new revenue sources while eliminating the reliance on State of Illinois apportionment funds.

This purchase complies with State Statute, Board Policy and Administrative Procedures.

4. RECOMMENDATION

That the Board of Trustees approves a two-year (7/1/18 – 6/30/20) contract for Six Sigma Training with fkiQuality, LLC, 940 Lowell Lane, Naperville, IL 60540 for the total not to exceed amount of \$112,000.

Staff Contact: Joseph Cassidy, Dean-Continuing Education/Extended Learning
 Joanne Ivory, Associate Dean, Continuing Education

BOARD APPROVAL

SIGNATURE PAGE FOR

Six Sigma Training from Educational Partner fkiQuality, LLC

ITEM(S) ON REQUEST

That the Board of Trustees approves a two-year (7/1/18 – 6/30/20) contract for Six Sigma Training with fkiQuality, LLC, 940 Lowell Lane, Naperville, IL 60540 for the total not to exceed amount of \$112,000.

BOARD CHAIR

DATE

BOARD SECRETARY

DATE



**COLLEGE OF DUPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Fortinet Fortigate 3000D Security Appliance Bundle

2. **REASON FOR CONSIDERATION**

A single purchase exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

The College of DuPage currently has two redundant firewalls protecting the college network. Firewalls are specialized pieces of equipment on the perimeter of the college network providing security between COD and the Internet. The current firewalls were purchased in April 2014 with an expected life of four to five years. We recently learned that these units are obsolete and no longer supported after January 2019 which requires us to start the replacement process now. These systems are extremely critical to the college network security. Without these systems anyone on the Internet would have access to our internal servers containing sensitive information.

A legal notice for an Invitation for Bids was published on May 3, 2018 in the Daily Herald; the invitation was also posted to the College of DuPage Purchasing website and distributed to in-district Chambers of Commerce. Thirty-seven (37) vendors were directly solicited. Twenty-nine (29) vendors downloaded the bid documents. A public opening was held on May 17, 2018 at 11:00 a.m. in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). The following individuals were in attendance: Jacoby Radford (COD Purchasing Manager/Facilitator), Beth Cernick (COD Purchasing Assistant/Recorder), Phil Gieschen (COD Risk Manager/Agent of the Board) and Rich Kulig (COD Manager, Network Services). Five (5) bids were received. One women/minority-owned business submitted a bid.

The following is a recap of the bid tabulation:

Vendor	Total Base Bid
CDW Government LLC	\$85,723.76
Zones, Inc.**	\$134,649.12
Frontier North, Inc.	\$134,840.70
Hyper Tec USA, Inc.	\$150,676.10
Howard Technology Solutions	\$153,320.00

Lowest bid in bold

**Woman/Minority Owned Business

Budget Status

GL Account	FY2018	FY2019 - Proposed		
	YTD Spend	Annual Budget	YTD Spend	Available Balance
01-90-90111-5805501 <i>IT Plan: Capital Equip. - Technology</i>	\$ 868,963	\$1,530,500	\$ -	\$1,530,500
			FY2019 Request	<u>\$ 85,724</u>

*FY2019 Budget not yet adopted. YTD Spend as of 6/5/2018.

This purchase supports Goal #8 Infrastructure of the Strategic Long Range Plan: College of DuPage is committed to maintaining, improving and developing structures, systems and facilities necessary for the delivery of high quality education and meaningful cultural events; specifically, Strategic Objective: 8.4 Revise, integrate and implement the Information Technology Strategic Plan in order to enhance student success, maximize institutional effectiveness and ensure hardware and software are reliable, secure (from data breaches) and are user friendly to students, employees and other stakeholders.

This purchase complies with State Statute, Board Policy and Administrative Procedures.

4. RECOMMENDATION

That the Board of Trustees awards the purchase of Fortinet Fortigate 3000D Security Appliance Bundle from CDW Government LLC, 230 N. Milwaukee Ave., Vernon Hills, IL 60061 for the amount of \$85,723.76.

Staff Contact: Dr. Currier, Vice President, Information Technology

BOARD APPROVAL

SIGNATURE PAGE FOR

FORTINET FORTIGATE 3000D SECURITY APPLIANCE BUNDLE

ITEM(S) ON REQUEST

That the Board of Trustees awards the purchase of Fortinet Fortigate 3000D Security Appliance Bundle from CDW Government LLC, 230 N. Milwaukee Ave., Vernon Hills, IL 60061 for the amount of \$85,723.76.

BOARD CHAIR

DATE

BOARD SECRETARY

DATE



**COLLEGE OF DUPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Virtual Agent Solution

2. **REASON FOR CONSIDERATION**

The Board of Trustees must approve a single purchase/contract exceeding the statutory limit of \$25,000.

3. **BACKGROUND INFORMATION**

In June 2013, the Board of Trustees approved the contract with 24/7 Inc. (formerly IntelliResponse), to provide a virtual agent solution to transform the College's main customer-facing website into a powerful online customer self-service solution. IntelliResponse equips the College website with the ability to answer student's questions through a natural language interaction to provide better service and ease for students while navigating our website.

IntelliResponse assisted 12,209 distinct users and answered 20,218 questions over the last 12 months. Additionally, IntelliResponse provides in-depth reporting on the types of questions asked and how well students felt their questions have been answered, giving valuable insight into where we can improve answers provided by the system.

The current Master Services Agreement (MSA) was effective 5/22/2013 and continues indefinitely unless and until terminated by either of the parties. The Services Schedule Agreement associated with the MSA with 24/7 covers the period 7/1/2018 through 6/30/2021, and prevents annual maintenance cost increases during this time.

Budget Status

GL Account	FY2018		FY2019 - Proposed		
	YTD Spend	Annual Budget	YTD Spend	Available Balance	
01-90-16765-5304004 <i>Information Technology:IT Maintenance Services</i>	\$ 496,898	\$ 2,277,800	\$ -	\$ 2,277,800	
			FY2019 Request	\$ 22,500	
			Future Commitments (FY2020-21)	\$ 45,000	
			Total Request	\$ 67,500	

**FY2019 Budget not yet adopted. YTD Spend as of 05/31/2018.*

This purchase supports Goal #8 Infrastructure of the Strategic Long Range Plan: College of DuPage is committed to maintaining, improving and developing structures, systems and facilities necessary for the delivery of high quality education and meaningful cultural events; specifically, Strategic Objective: 8.4 Revise, integrate and implement the Information Technology Strategic Plan in order to enhance student success, maximize institutional effectiveness and ensure hardware and software are reliable, secure (from data breaches) and are user friendly to students, employees and other stakeholders.

This purchase complies with State Statute, Board Policy and Administrative Procedures. 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 bidding under Illinois Public Community College Act, 110 ILCS 805/3-27.1.

4. RECOMMENDATION

That the Board of Trustees approves the three-year (7/1/2018 – 6/30/2021) Services Schedule Agreement with 24/7 Customer Canada, Inc., 20 Toronto St., Ste. 530, Toronto, ON M5C 2B8 for the total amount of \$67,500.00.

Staff Contact: Dr. Currier, VP Information Technology

SIGNATURE PAGE

Virtual Agent Solution

ITEM(S) ON REQUEST

That the Board of Trustees approves the three-year (7/1/2018 – 6/30/2021) Services Schedule Agreement with 24/7 Customer Canada, Inc., 20 Toronto St., Ste. 530, Toronto, ON M5C 2B8 for the total amount of \$67,500.00.

Board Chair

Date

Board Secretary

Date



**COLLEGE OF DUPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Ellucian Software Maintenance Agreement

2. **REASON FOR CONSIDERATION**

Contracts exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

In December 2006, the Board approved the purchase of the Colleague Student System, Active Campus Content Management System, and Active Admissions Community College Edition from Ellucian (formerly Datatel). Subsequently, the following additional purchases were made with Board approval on the dates listed:

- October 2007, purchase of software modules for the Colleague HR System;
- December 2008, purchase of software modules for the Colleague Financial System;
- August 2009, the College purchased the Portal to be used by both staff and students;
- May 2011, the College purchased Retention Alert to be used by Counseling and Advising;
- April 2012, purchased Recruiter (now CRM Recruit), used by Admissions and Outreach as a new relationship management solution for higher education recruiting;
- May 2013, the College purchased Ellucian Mobile (ChapApp) to allow students' use of their tablet and/or smartphone to access information;
- December 2013, purchase of the Ellucian Intelligent Learning Platform (ILP) to improve the integration of student enrollment information with the learning management system (Blackboard) and improve the portal functions.

Item 7z
June 21, 2018

- December 2015, purchased the Student Planning solution to give students the tools to develop and track their course of study and improve communication, engagement and intervention.
- January 2018 approved the annual subscription for the learning and performance management solutions to be used by Human Resources to offer and track compliance training and annual performance evaluations.

Ellucian's 5-year (7/1/2016 through 6/30/2021) maintenance agreement is for the following software modules: Colleague Core, Student System, Financial System, Retention Alert System, Portal, Human Resources System, Web Advisor, System Management, Recruiter (now CRM Recruit), Mobile, ILP, and Self Service. This agreement provides technical resources, necessary third party software, and guarantees we will be provided all major updates. Ellucian supplies College of DuPage with all appropriate updates to be current with federal and state governmental regulations.

The current maintenance agreement with Ellucian, approved by the Board of Trustees on August 18, 2016, has an initial term commencing on 7/1/2016 through 6/30/2021, and thereafter will continue on a year-to-year basis until termination by either party. This agreement contains an annual increase cap of five percent (5%). However, new annual subscriptions for the Human Resources Learning and Performance solution, and maintenance for new Projects Accounting and Self Service Financial Aid modules (both implemented in FY18) resulted in an increase of 20%, bringing the FY19 cost to \$857,430. Based on the 5% cap, estimated costs for the remainder of the initial term of the contract are as follows:

FY19:	\$857,430
FY20:	\$900,302
FY21:	\$945,317
TOTAL:	\$2,703,049

Budget Detail

GL Account	FY2018	FY2019 - Proposed		
	YTD Spend	Annual Budget	YTD Spend	Available Balance
01-90-16765-5304004	\$ 1,741,339	\$2,277,800	\$ -	\$2,277,800
<i>Information Technology: Maintenance Services</i>				
			FY2019 Request	\$ 857,430
			Future Commitments (FY2020-21)	\$1,845,619
			Total Request	<u>\$2,703,049</u>

*FY2019 Budget not yet adopted. YTD Spend as of 06/04/2018.

This contract supports Goal #8 Infrastructure of the Strategic Long Range Plan: College of DuPage is committed to maintaining, improving and developing structures, systems and facilities necessary for the delivery of high quality education and meaningful cultural events; specifically, Strategic Objective: 8.4 Revise, integrate and implement the Information Technology Strategic Plan in order to enhance student success, maximize institutional effectiveness and ensure hardware and software are reliable, secure (from data breaches) and are user friendly to students, employees and other stakeholders.

This purchase complies with State Statute, Board Policy and Administrative Procedures. 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 bidding under Illinois Public Community College Act, 110 ILCS 805/3-27.1 (f).

4. RECOMMENDATION

That the Board of Trustees approves the cost of the remaining three years (FY19, FY20, FY21) of the current software maintenance contract with Ellucian, Inc., 4375 Fair Lakes Court, Fairfax, VA 22033 for the not to exceed amount of \$2,703,049.

Staff Contact: Dr. Chuck Currier, Vice President, Information Technology

SIGNATURE PAGE

Ellucian Software Maintenance Agreement

ITEM(S) ON REQUEST

That the Board of Trustees approves the cost of the remaining three years (FY19, FY20, FY21) of the current software maintenance contract with Ellucian, Inc., 4375 Fair Lakes Court, Fairfax, VA 22033 for the not to exceed amount of \$2,703,049.

Board Chair

Date

Board Secretary

Date



**COLLEGE OF DUPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Media Monitoring, Database, and Press Release Distribution

2. **REASON FOR CONSIDERATION**

Contracts exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

Given the shrinking Chicago media market, the News Bureau began contracting for press release distribution services in late 2014. In subsequent years, the department added additional services to acquire a database of local, regional and national publications as well as online/blog writers. Prior to FY17, the department maintained a separate contract for media monitoring, but consolidated these services to improve customer service and expand capabilities.

The News Bureau contracted with Meltwater for FY18 and has been pleased with the ease of use and reporting offered through its robust dashboard. Additionally, the company's media database has made it easier to build and maintain varied lists, enabling staff to better target media personnel to help tell the College of DuPage story.

A legal notice for a Request for Proposal was published on May 4, 2018 in the Daily Herald; the invitation was also posted to the College of DuPage Purchasing website and distributed to in-district Chambers of Commerce. Seven (7) vendors were directly solicited. Thirty-three (33) vendors downloaded the RFP documents. A public opening was held on May 24, 2018 at 11:00 a.m. in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). The following individuals attended: Jacoby Radford (COD Purchasing Manager/Recorder), Susan Castellanos (COD Buyer/Facilitator), Michelle Golowacz (COD Accounts Receivable Manager/Agent of the Board), Ellen Roberts (COD Director, Business Affairs), Jennifer Duda (COD New Bureau Interim Coordinator), and Barbara Mitchell (COD FOIA Officer, External Relations). Two (2) proposals were received. No women/minority owned businesses submitted proposals.

Proposals were received from Meltwater US Holdings and Agility PR Solutions. Agility PR Solutions submitted an incomplete proposal response and was rejected as non-responsive to the RFP submission requirements. Agility PR Solutions failed to submit a complete respondent signature in accordance with the RFP requirements.

A follow up survey was sent to prospective proposers who were invited and did not submit proposals. Three (3) survey responses were received; one (1) indicated that they did not feel they could be competitive. The second and third response explained that they do not have their own distribution or monitoring tools.

An evaluation committee consisting of the following four (4) employees assessed the submitted proposals: Jennifer Duda, Interim News Bureau Coordinator, External Relations; Amy Frese, Project Assistant, External Relations; Brian Kleemann, Senior Writer/Editor, External Relations; and Mike McKissack, Assistant Writer, Marketing and Creative Services.

The evaluation committee assessed the proposal based upon criteria set forth in the RFP as indicated in the evaluation matrix below. The evaluation committee's assessments of the proposing firms are quantified below:

Media Monitoring, Database and Press Release Distribution	Evaluation Criteria Categories								Evaluation Results		
	Project Approach Media Measurement Tools		Company Profile Experience and Qualifications		Past Performance and References		Compensation Price Schedule				
	40%	weight	30%	weight	20%	weight	10%	weight	Total is 100% weight		
Firm Name	Score 1 - 5	Weighted Score	Score 1 - 5	Weighted Score	Score 1 - 5	Weighted Score	Score 1 - 5	Weighted Score	Total Score 1 - 20	Total Weighted	Rank
Meltwater US Holdings, Inc.	4	1.60	4	1.20	4	0.80	4	0.40	16.00	4.00	1

Budget Status

GL Account	FY2018	FY2019 - Proposed		
	YTD Spend	Annual Budget	YTD Spend	Available Balance
01-80-00773-5309001	\$ 67,851	\$ 90,500	\$ -	\$ 90,500
<i>Public Relations: Other Contractual Services Expense</i>				
			FY2019 Request	\$ 25,999

**FY2019 Budget not yet adopted. YTD Spend as of 06/05/2018.*

This contract supports the following Strategic Long Range Plans Goals: Goal #5 Relationships: Cooperating and collaborating with all stakeholders in order to advance mutual interests; specifically, Strategic Objective 5.3 Identify and implement optimal methods of communicating with and engaging all College stakeholders (e.g., alumni, business leaders, elected officials), and Strategic Objective 5.8 Rebuild public confidence in the College's institutional integrity; and Goal #6 Innovativeness: Making meaningful change that enhances organizational effectiveness and adds new value for stakeholders; specifically, Strategic Objective 6.3 Leveraging College technology in innovative ways for the benefit of students and the community at large.

This purchase complies with State Statute, Board Policy and Administrative Procedures.

4. **RECOMMENDATION**

That the Board of Trustees awards a one-year contract, with two (2) one-year extension options, for News Bureau media monitoring, media database and press release distribution services with Meltwater News US, Inc., 225 Bush St., Suite 1000, San Francisco, CA 94104, for an initial term (FY19) amount not to exceed \$25,999.

Staff Contact: Wendy Parks, Director of Public Relations & Communications

BOARD APPROVAL

SIGNATURE PAGE FOR

MEDIA MONITORING, DATABASE AND PRESS RELEASE DISTRIBUTION

ITEM(S) ON REQUEST

That the Board of Trustees awards a one-year contract, with two (2) one-year extension options, for News Bureau media monitoring, media database and press release distribution services with Meltwater News US, Inc., 225 Bush St., Suite 1000, San Francisco, CA 94104, for an initial term (FY19) amount not to exceed \$25,999.

BOARD CHAIR

DATE

BOARD SECRETARY

DATE



**COLLEGE OF DUPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Freelance News Bureau Photography Services

2. **REASON FOR CONSIDERATION**

Contracts exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

The College of DuPage News Bureau assigns, on average, 180 various photography projects each year, including classroom, sporting, academic, community, and cultural events. These images, in support of Marketing and Communications efforts, are posted on the College's website and social media accounts, distributed to local media, as well as for use in internal communications. In 2012, the News Bureau transitioned from having a full-time campus photographer to contracting this service.

A legal notice for a Request for Proposal was published on May 4, 2018 in the Daily Herald; the invitation was also posted to the College of DuPage Purchasing website and distributed to in-district Chambers of Commerce. Forty-five (45) vendors were directly solicited. Twenty (20) vendors downloaded the RFP documents. A pre-proposal meeting was held on May 10, 2018 at 11:00 a.m. in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). A public opening was held on May 24, 2018 at 2:00 p.m. in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). The following individuals attended: Jacoby Radford (COD Purchasing Manager/Recorder), Susan Castellanos (COD Buyer/Facilitator), William Rathe (COD Manager, Compensation and Human Resources Systems/Agent of the Board), Ellen Roberts (COD Director, Business Affairs), Jennifer Duda (COD News Bureau Interim Coordinator), and Barbara Mitchell (COD FOIA Officer, External Relations). One (1) proposal was received. No women/minority owned business submitted a proposal.

A follow up survey was sent to firms who downloaded the RFP and did not submit Proposals. Three (3) survey responses were received; two (2) responses

indicated that as a small business they could not afford the insurance coverage required. The third response indicated that spring is a busy time of the year and unfortunately did not have the time to submit a proposal by the due date.

An evaluation committee consisting of the following four (4) employees assessed the submitted proposals: Jennifer Duda, Interim News Bureau Coordinator, External Relations; Amy Frese, Project Assistant, External Relations; Brian Kleemann, Senior Writer/Editor, External Relations; and Mike McKissack, Assistant Writer, Marketing and Creative Services.

The evaluation committee assessed the proposals based upon criteria set forth in the RFP as indicated in the evaluation matrix below.

The evaluation committee's assessments of the proposing firms are quantified below:

Freelance News Bureau Photography Services	Evaluation Criteria Categories								Evaluation Results		
	Project Approach Media Measurement Tools		Company Profile Experience and Qualifications		Past Performance and References		Compensation Price Schedule				
	15% - weight		30% - weight		30% - weight		25% - weight		Total weight - 100%		
Firm Name	Score 1 - 10	Weighted Score	Score 1 - 10	Weighted Score	Score 1 - 10	Weighted Score	Score 1 - 10	Weighted Score	Total Score 1 - 40	Total Weighted Score	Rank
Press Photography Network	9	1.35	8	2.40	9	2.70	10	2.50	36.00	8.95	1

Press Photography Network (PPN) accommodates last-minute assignments through its team of photographers and offers expertise in shooting a variety of subjects, including sports, conferences, concerts and theatrical performances, and portraits. PPN charges \$125/hour with a two-hour minimum. This company also has the capability to transfer images onsite, if needed.

Based on the company's ability to meet tight deadlines, flexible scheduling and our previous satisfactory relationship, the News Bureau seeks to approve a contract with Press Photography Network.

Budget Status

<u>GL Account</u>	<u>FY2018</u>	<u>FY2019 - Proposed</u>		
	<u>YTD Spend</u>	<u>Annual Budget</u>	<u>YTD Spend</u>	<u>Available Balance</u>
01-80-00773-5309001	\$ 67,851	\$ 90,500	\$ -	\$ 90,500
<i>Public Relations: Other Contractual Services Expense</i>				
			FY2019 Request	\$ 50,000

**FY2019 Budget not yet adopted. YTD Spend as of 06/04/2018.*

This contract supports Goal #5 Relationships of the Strategic Long Range Plans Cooperating and collaborating with all stakeholders in order to advance mutual interests; specifically, Strategic Objective 5.3 Identify and implement optimal methods of communicating with and engaging all College stakeholders (e.g., alumni, business leaders, elected officials), Strategic Objective 5.8 Rebuild public confidence in the College’s institutional integrity, and Strategic Objective 5.9 Continue to “spotlight” and promote faculty.

This purchase complies with State Statute, Board Policy and Administrative Procedures.

4. RECOMMENDATION

That the Board of Trustees awards a one-year contract, with two additional one (1) year options, for News Bureau photography services with Press Photography Network, Inc., 28W436 Juanita Drive, Naperville IL 60564, for an initial term (FY19) amount not to exceed \$50,000.

Staff Contact: Wendy Parks, Director of Public Relations & Communications

BOARD APPROVAL

SIGNATURE PAGE FOR

FREELANCE NEWS BUREAU PHOTOGRAPHY SERVICES

ITEM(S) ON REQUEST

That the Board of Trustees awards a one-year contract, with two additional one (1) year options, for News Bureau photography services with Press Photography Network, Inc., 28W436 Juanita Drive, Naperville IL 60564, for an initial term (FY19) amount not to exceed \$50,000.

BOARD CHAIR _____ DATE _____

BOARD SECRETARY _____ DATE _____



**COLLEGE OF DUPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Window Cleaning Services

2. **REASON FOR CONSIDERATION**

A single purchase exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

This purchase represents window cleaning services for the College campus, including buildings on the main campus in Glen Ellyn, and the Carol Stream, Naperville and Westmont locations. This is a one-year contract and includes an option for two (2) additional one-year renewals.

A legal notice for an Invitation for Bids was published on May 11, 2018 in the Daily Herald; the invitation was also posted to the College of DuPage Purchasing Website and distributed to in-district Chambers of Commerce. Eighteen (18) vendors were directly solicited. Fifteen (15) vendors downloaded the bid document. A public opening of the bids was held on May 30, 2018 at 11:00 a.m. in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). The following individuals attended: John McGarry (COD Buyer/Facilitator), Susan Castellanos (COD Buyer/Recorder), Michelle Resnick (COD Manager Accounts Receivable/Agent of the Board), Jacoby Radford (COD Purchasing Manager), Monica Chowaniec (COD Manager, Custodial Operations) and representatives from one (1) company. Two (2) bids were received. No women/minority owned businesses submitted bids.

The following is a recap of the of the bid tabulation:

Vendor Name	Total Base Bid Year 1	Total Base Bid Year 2	Total Base Bid Year 3
Superior Service Solutions, Inc.	\$56,900.00	\$53,100.00	\$50,000.00
Corporate Cleaning Services	\$118,750.00	\$124,687.50	\$130,921.88

Recommended award in bold to the lowest responsible bidder.

Budget Status

<u>GL Account</u>	<u>FY2018</u>		<u>FY2019 - Proposed</u>		
	<u>YTD</u>	<u>Spend</u>	<u>Annual</u>	<u>YTD</u>	<u>Available</u>
			<u>Budget</u>	<u>Spend</u>	<u>Balance</u>
02-90-20016-5304003	\$	-	\$ 57,000	\$ -	\$ 57,000
<i>Window Maintenance: Facilities Maintenance Service</i>					
				FY2019 Request	<u>\$ 56,900</u>

**FY2019 Budget not yet adopted. YTD Spend as of 06/04/2018.*

This purchase supports the Strategic Long Range Plan Goal #1 Accountability: Being transparent, answerable and responsible to all stakeholders, and Goal #8 Infrastructure: Maintaining, improving and developing structures, systems and facilities necessary for the delivery of high quality education and meaningful cultural events.

This purchase complies with State Statute, Board Policy and Administrative Procedures.

4. RECOMMENDATION

That the Board of Trustees approves a one-year contract, with an option for two (2) additional one-year renewals, for window cleaning services to Superior Service Solutions, Inc., 864 North Ridge Avenue, Lombard, IL 60148 for the total amount of \$56,900.00 for the initial term of the contract (FY19).

Staff Contact: Bruce Schmiedl, Director Facilities Planning & Development

SIGNATURE PAGE FOR

Window Cleaning Services

ITEM(S) ON REQUEST

That the Board of Trustees approves a one-year contract, with an option for two (2) additional one-year renewals, for window cleaning services to Superior Service Solutions, Inc., 864 North Ridge Avenue, Lombard, IL 60148 for the total amount of \$56,900.00 for the initial term of the contract (FY19).

BOARD CHAIR

DATE

BOARD SECRETARY

DATE



**COLLEGE OF DUPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Culinary and Hospitality Center – Kitchen Prep Room

2. **REASON FOR CONSIDERATION**

A single purchase exceeding the statutory limit of \$50,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

This request is for the provision of increased food preparation space for an area that is currently too cramped to properly serve current needs of students taking classes in the Waterleaf instructional kitchen. This project converts the existing Purchasing/Market office (CHC1009E) to a food preparation area by adding food prep counter, sink, stain resistant wall materials, and electrical service for refrigerator, pasta machine, mixer and other food processing equipment.

A legal notice for an Invitation to Bid (Bid # 2018-B0061) was published on May 10, 2018 in the Daily Herald; the invitation was also posted to the College of DuPage Purchasing website and distributed to in-district Chambers of Commerce. Fifty-one (51) vendors were directly solicited. Thirty-eight (38) vendors downloaded the bid document. A pre-bid meeting was held on May 16, 2018 at 1:00 p.m. in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). A public opening of the bids was held on May 25, 2018 at 12:00 p.m. in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). The following individuals were in attendance: Jacoby Radford (COD Purchasing Manager/Facilitator), John McGarry (COD Buyer/Recorder), Don Inman (COD Senior Project Manager), Eugene Refakes (COD Manager, Accounting Operations & Financial Systems/Agent of the Board), and two (2) vendor representatives. Four (4) bids were received. No women/minority owned businesses submitted bids.

The following is a recap of the of the bid tabulation:

Vendor	Total Base Bid
Integral Construction Inc.	\$48,132.00
Experia Construction Corporation	\$65,900.00
Orbis Construction Inc.	\$83,900.00
Structures Construction LLC.	\$108,600.00

Recommended award in bold to the lowest responsible bidder.

No alternatives were requested in this bid package; therefore, none is offered in the bid responses.

A successful scope review meeting has been conducted with the lowest bidder, Integral Construction, Inc., who has recently successfully completed several projects at the College.

Budget Status

GL Account	FY2018	FY2019 - Proposed		
	YTD Spend	Annual Budget	YTD Spend	Available Balance
03-90-39030-5804001 <i>CHC-Food Prep Area: Building Remodeling Exps.</i>	\$ 519	\$ 75,000	\$ -	\$ 75,000
			FY2019 Request	\$ 48,132

**FY2019 Budget not yet adopted. YTD Spend as of 06/05/2018.*

This purchase supports Goal #8 Infrastructure of the Strategic Long Range Plan: Maintaining, improving and developing structures, systems, and facilities necessary for the delivery of high quality education and meaningful cultural events.

This purchase complies with State Statute, Board Policy and Administrative Procedures.

4. RECOMMENDATION

That the Board of Trustees awards the Culinary and Hospitality Center – Kitchen Prep Room contract to the lowest responsible bidder, Integral Construction, Inc., 320 Rocbaar Drive, Romeoville, IL 60446 for the lump sum bid amount of \$48,132.00.

Staff Contact: Bruce Schmiedl – Director, Facilities Planning & Development

SIGNATURE PAGE FOR

Culinary and Hospitality Center – Kitchen Prep Room

ITEM(S) ON REQUEST

That the Board of Trustees awards the Culinary and Hospitality Center – Kitchen Prep Room contract to the lowest responsible bidder, Integral Construction, Inc., 320 Rocbaar Drive, Romeoville, IL 60446 for the lump sum bid amount of \$48,132.00.

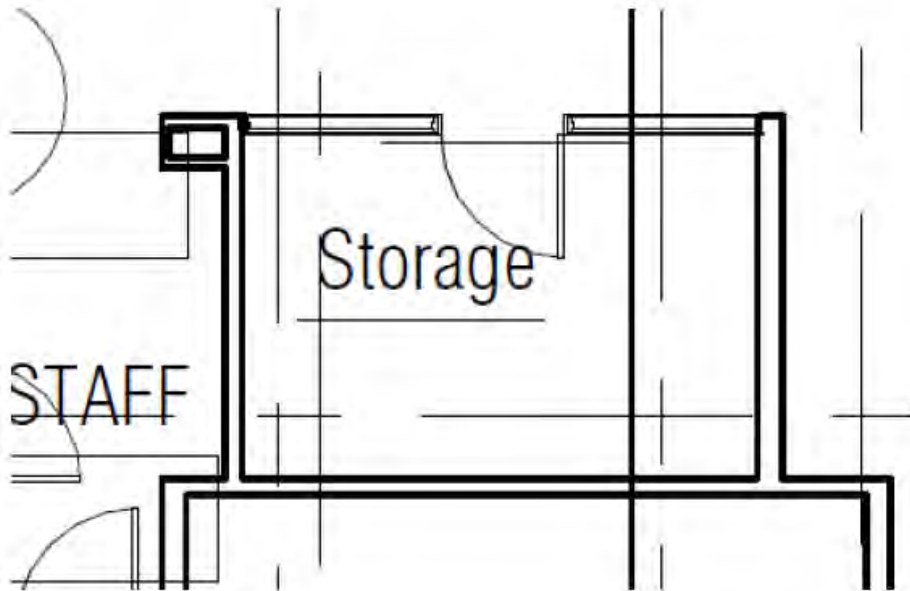
BOARD CHAIR

DATE

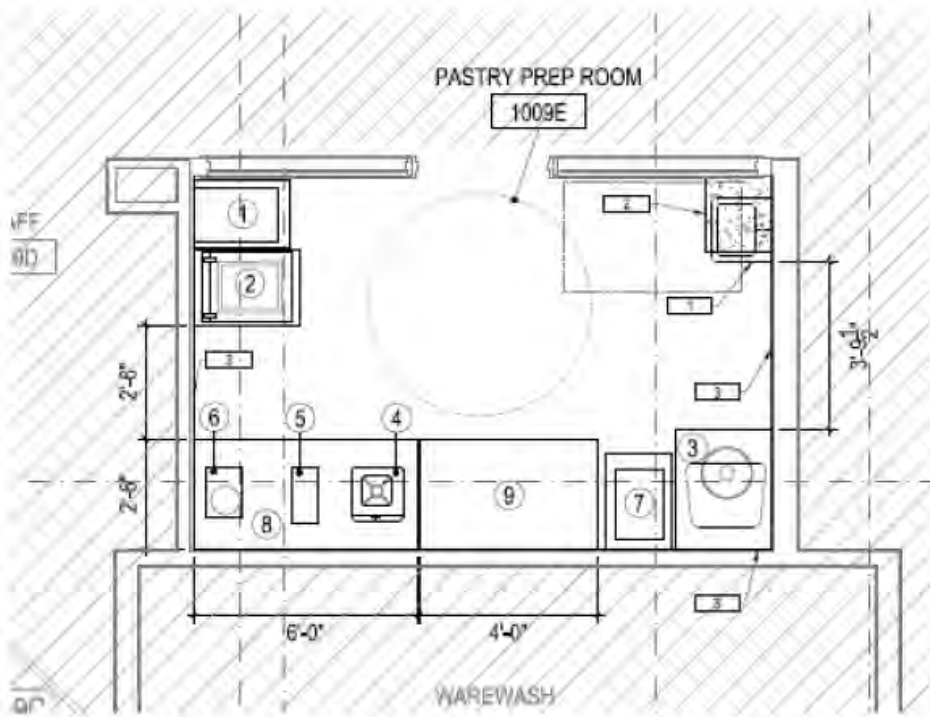
BOARD SECRETARY

DATE

Existing Office



Future Prep Room and Equipment Layout





**COLLEGE OF DUPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Education Office and Planning Conference Area - Student Resource Center

2. **REASON FOR CONSIDERATION**

A single purchase exceeding the statutory limit of \$50,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

The Planning Conference Room, within the President's office suite, was recently converted into the Executive Education Office. The intention of this project is to recreate the Planning Conference Room within the current waiting area of the office suite.

A legal notice for an Invitation to Bid (Bid # 2018-B0060) was published on May 10, 2018 in the Daily Herald; the invitation was also posted to the College of DuPage Purchasing website and distributed to in-district Chambers of Commerce. Fifty-one (51) vendors were directly solicited. Forty (40) vendors downloaded the bid document. A pre-bid meeting was held on May 16, 2018 at 12:00 p.m. in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). A public opening of the bids was held on May 25, 2018 at 10:00 a.m. in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). The following individuals were in attendance: Jacoby Radford (COD Purchasing Manager/Facilitator), Susan Castellanos (COD Buyer/Recorder), Jennifer Kulbida (COD Facilities Document & Project Coordinator), Joanne Ivory (COD Associate Dean, Continuing Education/Agent of the Board), and four (4) representatives from four (4) firms. Five (5) bids were received. No women/minority owned businesses submitted bids.

One bid was rejected as non-responsive to the Bid submission requirements. Reef, LLC failed to submit a complete Bid Deposit in accordance with the bid requirements.

The following is a recap of the of the bid tabulation:

Vendor	Total Base Bid
Expedia Construction Corporation	\$43,900.00
Integral Construction Inc.	\$47,032.00
Orbis Construction Inc.	\$50,500.00
Structures Construction LLC.	\$95,700.00

Recommended award in bold to the lowest responsible bidder.

Budget Status

GL Account	FY2018	FY2019 - Proposed		
	YTD Spend	Annual Budget	YTD Spend	Available Balance
03-90-39028-5804001	\$ -	\$ 53,000	\$ -	\$ 53,000
<i>SRC2135 Executive Office: Building Remodeling Expense</i>				
			FY2019 Request	\$ 43,900

**FY2019 Budget not yet adopted. YTD Spend as of 06/04/2018.*

This contract supports Goal #8 Infrastructure of the Strategic Long Range Plan: Maintaining, improving and developing structures, systems, and facilities necessary for the delivery of high quality education and meaningful cultural events.

This purchase complies with State Statute, Board Policy and Administrative Procedures.

4. RECOMMENDATION

That the Board of Trustees awards the Education Office and Planning Conference Area - Student Resource Center contract to the lowest responsible bidder, Expedia Construction Corporation, 855 E. Golf Road Suite 2143, Arlington Heights, IL 60005 for the lump sum bid amount of \$43,900.00.

Staff Contact: Bruce Schmiedl – Director, Facilities Planning & Development

SIGNATURE PAGE FOR

Education Office and Planning Conference Area - Student Resource Center

ITEM(S) ON REQUEST

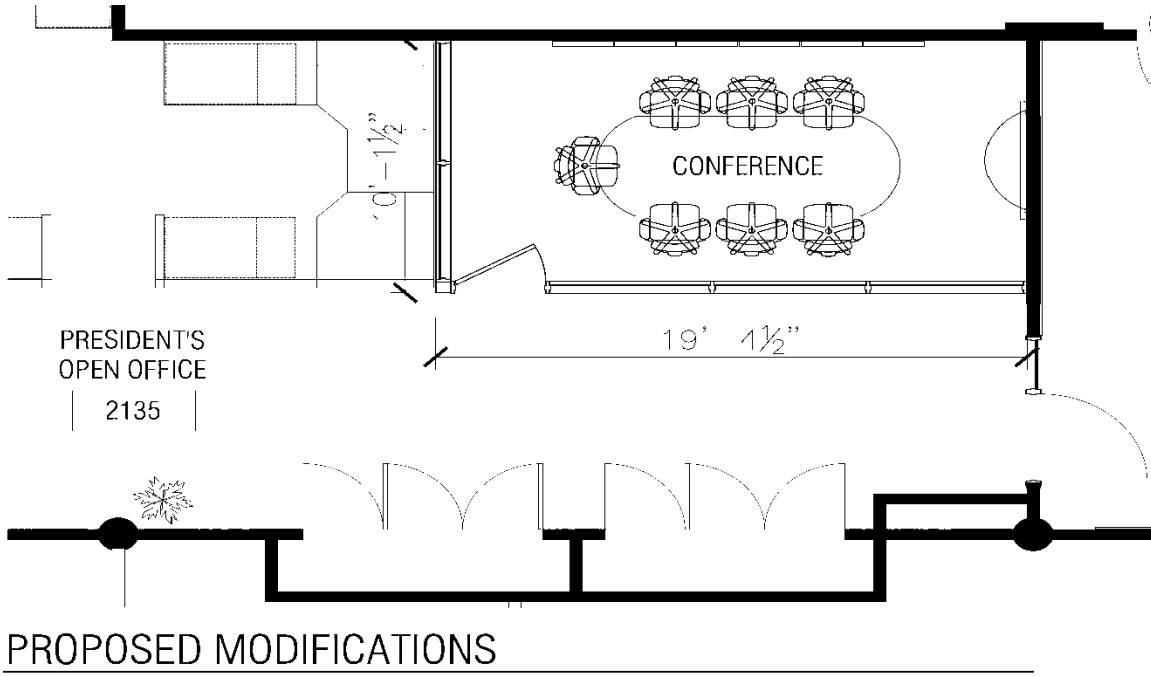
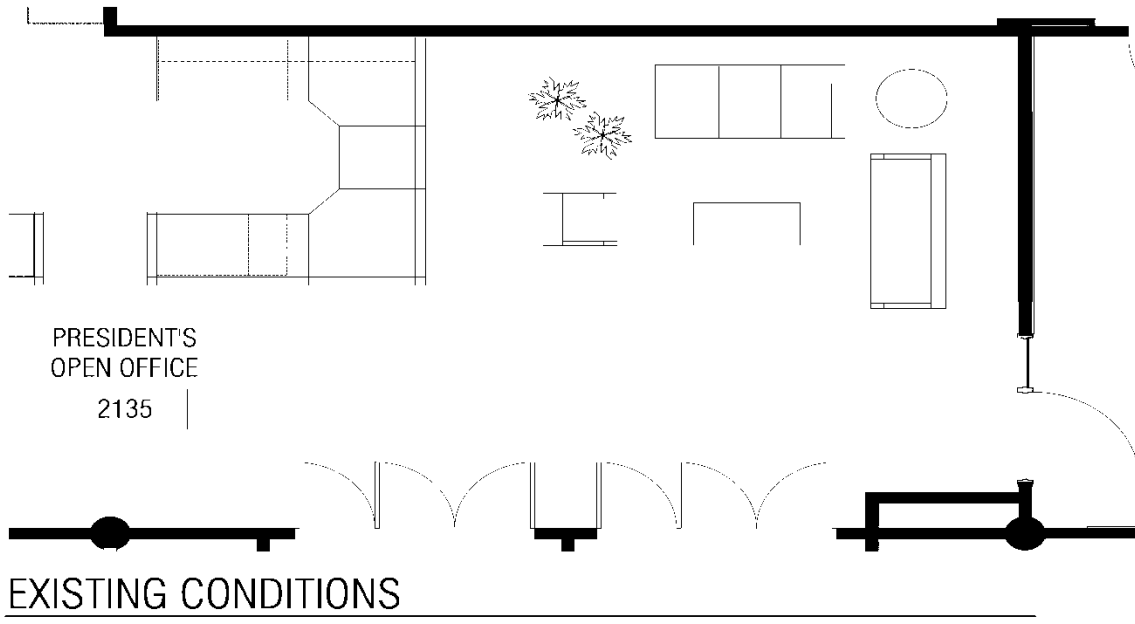
That the Board of Trustees awards the Education Office and Planning Conference Area - Student Resource Center contract to the lowest responsible bidder, Expedia Construction Corporation, 855 E. Golf Road Suite 2143, Arlington Heights, IL 60005 for the lump sum bid amount of \$43,900.00.

BOARD CHAIR

DATE

BOARD SECRETARY

DATE





**COLLEGE OF DUPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Educational Executive Office Renovation Glass Partition.

2. **REASON FOR CONSIDERATION**

A single purchase exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

This project creates a new conference room space within the open office/waiting area of the President's office suite. The design request was to enclose this new conference room with a demountable glass partition providing a more open experience instead of enclosing the space with drywall partitions. This glass wall must also have the ability to turn the clear glass to opaque for private meetings.

A legal notice for an Invitation for Bids was published on May 14, 2018 in the Daily Herald; the invitation was also posted to the College of DuPage Purchasing Website and distributed to in-district Chambers of Commerce. Six (6) vendors were directly solicited. Twenty-two (22) vendors downloaded the bid document. A public opening of the bids was held on May 31, 2018 at 11:00 a.m. in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). The following individuals attended: John McGarry (COD Buyer/Facilitator), Phil Gieschen (COD Coordinator Risk Management/Agent of the Board), Jacoby Radford (COD Purchasing Manager/Recorder), and Jennifer Kulbida (COD Facilities Documentation & Project Coordinator). One (1) bid was received. No women/minority owned businesses submitted bids.

A follow up survey was sent to prospective bidders who were invited and did not submit bids. Two companies responded; one company respectfully declined to bid due to certain product specifications that could not be met. One company stated they could not meet the requested requirement for smart glass.

The following is a recap of the of the bid tabulation:

Vendor	Total Base Bid
Krueger International, Inc.	\$ 54,974.90

Budget Status

GL Account	FY2018	FY2019 - Proposed		
	YTD Spend	Annual Budget	YTD Spend	Available Balance
03-90-39028-5805001 <i>SRC2135 Executive Office: Equipment Office</i>	\$ -	\$ 70,000	\$ -	\$ 70,000
			FY2019 Request	\$ 54,975

**FY2019 Budget not yet adopted. YTD Spend as of 06/05/2018.*

This purchase supports Goal #8 Infrastructure of the Strategic Long Range Plan: Maintaining, improving and developing structures, systems, and facilities necessary for the delivery of high quality education and meaningful cultural events.

This purchase complies with State Statute, Board Policy and Administrative Procedures.

4. RECOMMENDATION

That the Board of Trustees approves a contract for Educational Executive Office Renovation Glass Partition with Krueger International, Inc. 1330 Bellevue Street, Green Bay, WI 54302 for the total amount of \$54,974.90.

Staff Contact: Bruce Schmiedl – Director, Facilities Planning & Development

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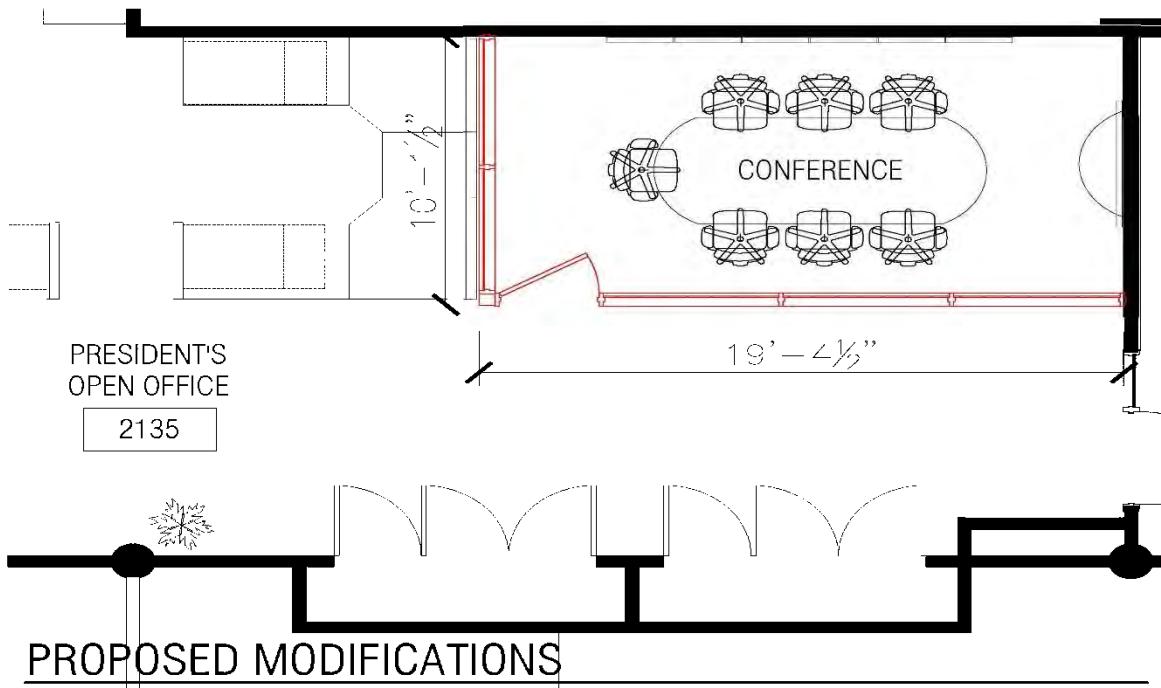
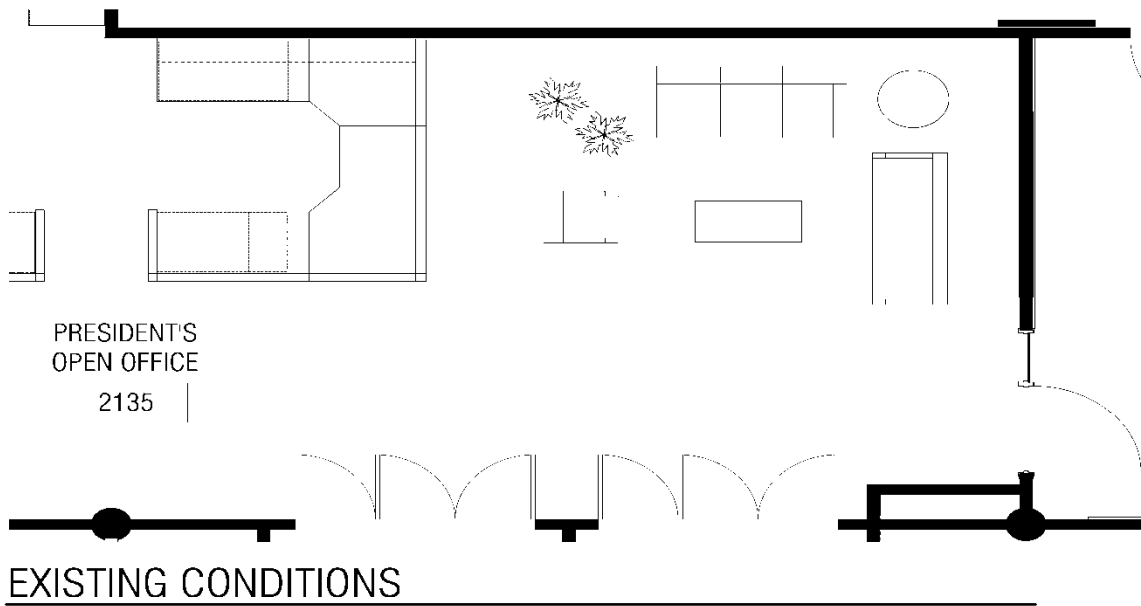
Educational Executive Office Renovation Glass Partition

ITEM(S) ON REQUEST

That the Board of Trustees approves a contract for Educational Executive Office Renovation Glass Partition with Krueger International, Inc. 1330 Bellevue Street, Green Bay, WI 54302 for the total amount of \$54,974.90.

BOARD CHAIR _____ DATE _____

BOARD SECRETARY _____ DATE _____





**COLLEGE OF DUPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Janitorial Supplies Purchase

2. **REASON FOR CONSIDERATION**

Purchases exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

This bid represents the purchase of paper towels, toilet tissue and can liners for the Custodial Department. These supplies are used in various locations throughout the campus. The paper towels, toilet tissue and can liners meet the EPA guidelines for recycled products. The products support the College's mission of modeling and promoting environmental stewardship.

Items included as part of this bid are as follows:

Category 1	1a Roll Towels, Natural 800' roll 1b Roll Towels, Natural 700' roll to fit hands free dispensers on campus 1c Roll Towel Dispenser
Category 2	2a Multifold Towels, Natural 2b Multifold Towel Dispenser to fit item 2A
Category 3	3a Toilet Tissue, Jumbo 1000' roll 3b Toilet Tissue Dispenser to fit item 3A
Category 4	4a Poly Liners, 8 Micron 24 x 33 Clear 4b Poly Liners, 10 Micron 33 x 40 Clear 4c Poly Liners, 12 Micron 43 x 48 Clear 4d Poly Liners, 1 mil 43 x 48 Clear Gray Tint 4e Poly Liners, 1 mil 28 x 40 Clear Green Tint

A legal notice for an Invitation for Bids was published on May 8, 2018 in the Daily Herald; the invitation was also posted to the College of DuPage Purchasing Website and distributed to in-district Chambers of Commerce. Fifty-five (55) vendors were directly solicited. Fifty-three (53) vendors downloaded the bid document. A public opening of the bids was held on May 30, 2018 at 2:00 p.m. in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). The following individuals were in attendance: Jacoby Radford (COD Purchasing

Item 7gg
June 21, 2018

Manager), Susan Castellanos (COD Buyer/Recorder), John McGarry (COD Buyer/Facilitator), William Rathe (COD Manager, Compensation & HR Systems/Agent of the Board), Monica Chowaniec (COD Manager, Custodial Operations), and one vendor representative. Fifteen (15) bids were received. No women/minority owned businesses submitted a bid.

Two (2) bids were rejected for non-compliance with the bid specifications and were determined non-responsive to the bid submission requirements. The bid specifications required each Bidder to provide samples with their bid submission; bids submitted to the contrary are considered incomplete, and as a result, rejected.

The recommended award is to the lowest responsible bidder in each category.

The following is a re-cap of the bid tabulation:

Vendor	Category 1 Roll Towels	Category 2 Multi Fold Towels	Category 3 Toilet Tissue	Category 4 Poly Can Liners
American Pride Paper & Plastics	\$ 27,515.50	\$ 13,306.30	\$ 24,284.20	No Bid
Laport Inc.	\$26,404.50	\$11,597.30	\$26,238.60	No Bid
Unipak Corporation	No Bid	No Bid	No Bid	\$28,950.00
All American Poly	No Bid	No Bid	No Bid	\$43,161.00
Central Poly Corporation	\$31,965.00	\$20,190.00	\$37,185.00	\$34,330.00
Edward Don & Company	\$27,246.50	\$13,110.30	\$29,160.40	\$54,545.00
HP Products	\$ 28,624.50	\$12,590.00	\$27,255.00	No Bid
Industrial Soap Company	No Bid	\$13,550.00	\$27,600.00	No Bid
Interboro Alternate "A"	No Bid	No Bid	No Bid	\$35,708.00
Interboro Alternate "B"	No Bid	No Bid	No Bid	\$39,962.00
Interboro Alternate "C"	No Bid	No Bid	No Bid	\$31,014.00
North American Corporation	\$ 29,523.00	\$ 13,230.00	\$ 28,725.00	No Bid
The Standard Company	\$32,685.50	\$15,168.50	\$33,779.60	\$38,157.50
Veritiv	\$ 29,808.33	\$14,120.88	\$32,083.33	\$33,413.00
Warehouse Direct	\$ 32,031.50	\$ 14,886.50	\$ 33,063.00	\$ 33,259.00

Rejected Bids	
Chemcraft Industries	Incomplete Bid: Did not provide Signature Page as required by the bid submissions.
Fordion Packaging	Non-Responsive: Did not provide required samples with bid submission.

Budget Status

GL Account	FY2018	FY2019 - Proposed		
	YTD Spend	Annual Budget	YTD Spend	Available Balance
01-70-00689-5401004 <i>Custodial Dept.: Maintenance Supplies</i>	\$ 155,939	\$ 268,000	\$ -	\$ 268,000
			FY2019 Request	\$ 91,236

**FY2019 Budget not yet adopted. YTD Spend as of 06/05/2018.*

This purchase supports the Strategic Long Range Plan Goal: #8 Infrastructure: Maintaining, improving and developing structures systems and facilities necessary for the delivery of high quality education and meaningful cultural events.

This purchase complies with State Statute, Board Policy and Administrative Procedures.

4. RECOMMENDATION

That the Board of Trustees approves one-year agreements for the purchase of Janitorial Supplies as outlined in the above table for Categories 1 and 2 from LaPort, Inc., 2443 W. 16th St., Chicago, IL. 60608 in the amount of \$38,001.80; Category 3 from American Pride Paper & Plastics, 87 Arlington Avenue, Lakewood, NJ. 08701 in the amount of \$24,284.20; and Category 4 from Unipak Corporation, PO Box 300027, Brooklyn NY. 11230 in the amount of \$28,950.00, for a total FY19 expenditure of \$91,236.00.

Staff Contact: Bruce Schmiedl, Director Facilities Planning and Development

SIGNATURE PAGE FOR

FY'19 Janitorial Supplies Purchase

ITEM(S) ON REQUEST

That the Board of Trustees approves one-year agreements for the purchase of Janitorial Supplies as outlined in the above table for Categories 1 and 2 from LaPort, Inc., 2443 W. 16th St., Chicago, IL. 60608 in the amount of \$38,001.80; Category 3 from American Pride Paper & Plastics, 87 Arlington Avenue, Lakewood, NJ. 08701 in the amount of \$24,284.20; and Category 4 from Unipak Corporation, PO Box 300027, Brooklyn NY. 11230 in the amount of \$28,950.00, for a total FY19 expenditure of \$91,236.00.

BOARD CHAIR

DATE

BOARD SECRETARY

DATE



**COLLEGE OF DUPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. SUBJECT

Library Media Room Project - Student Resource Center

2. REASON FOR CONSIDERATION

A construction contract exceeding the statutory limit of \$50,000 must be approved by the Board of Trustees.

3. BACKGROUND INFORMATION

Increasing demand for existing media lab resources and services has created a need for additional space to provide expert help to patrons and optimize space utilization. This project converts and enlarges existing Library classroom SRC 2030 to media lab space. Work will include shifting the east wall approximately six feet east, constructing of two huddle rooms, two media edit booths and providing sixteen edit stations/work carrels.

A legal notice for an Invitation to Bid (Bid # 2018-B0059) was published on May 10, 2018 in the Daily Herald; the invitation was also posted to the College of DuPage Purchasing website and distributed to in-district Chambers of Commerce. Fifty-one (51) vendors were directly solicited. Forty-one (41) vendors downloaded the bid document. A pre-bid meeting was held on May 16, 2018 at 11:00 a.m. in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). A public opening of the bids was held on May 25, 2018 at 9:00 a.m. in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). The following individuals were in attendance: Jacoby Radford (COD Purchasing Manager/Facilitator), Susan Castellanos (COD Buyer/Recorder), Don Inman (COD Senior Project Manager), John Gandor (COD Manager, Facilities/Construction Accountant/Agent of the Board), and four (4) vendor representatives. Four (4) bids were received. No women/minority owned businesses submitted bids.

The following is a recap of the of the bid tabulation:

Vendor	Total Base Bid
Integral Construction Inc.	\$173,200.00
Reef LLC	\$265,500.00
Orbis Construction Inc.	\$277,500.00
Structures Construction LLC.	\$283,200.00

Recommended award in bold to the lowest responsible bidder.

No alternatives were requested in this bid package; therefore, none is offered in the bid responses.

A successful scope review meeting has been conducted with the lowest bidder, Integral Construction, Inc., who has recently successfully completed several projects at the College.

Budget Status

GL Account	FY2018	FY2019 - Proposed		
	YTD Spend	Annual Budget	YTD Spend	Available Balance
03-90-39029-5804001	\$ -	\$ 193,587	\$ -	\$ 193,587
<i>Library Media Room Renovation: Building Remodeling Exps.</i>				FY2019 Request \$ 173,200

**FY2019 Budget not yet adopted. YTD Spend as of 06/05/2018.*

This purchase supports Goal #8 of the Strategic Long Term Plan: Maintaining, improving and developing structures, systems, and facilities necessary for the delivery of high quality education and meaningful cultural events.

This purchase complies with State Statute, Board Policy and Administrative Procedures.

4. RECOMMENDATION

That the Board of Trustees awards the Library Media Room Project – Student Resource Center contract to the lowest responsible bidder, Integral Construction, Inc., 320 Rocbaar Drive, Romeoville, IL 60446 for the lump sum bid amount of \$173,200.00.

Staff Contact: Bruce Schmiedl – Director, Facilities Planning & Development

SIGNATURE PAGE FOR

Library Media Room Project – Student Resource Center

ITEM(S) ON REQUEST

That the Board of Trustees awards the Library Media Room Project - Student Resource Center contract to the lowest responsible bidder, Integral Construction, Inc., 320 Rocbaar Drive, Romeoville, IL 60446 for the lump sum bid amount of \$173,200.00.

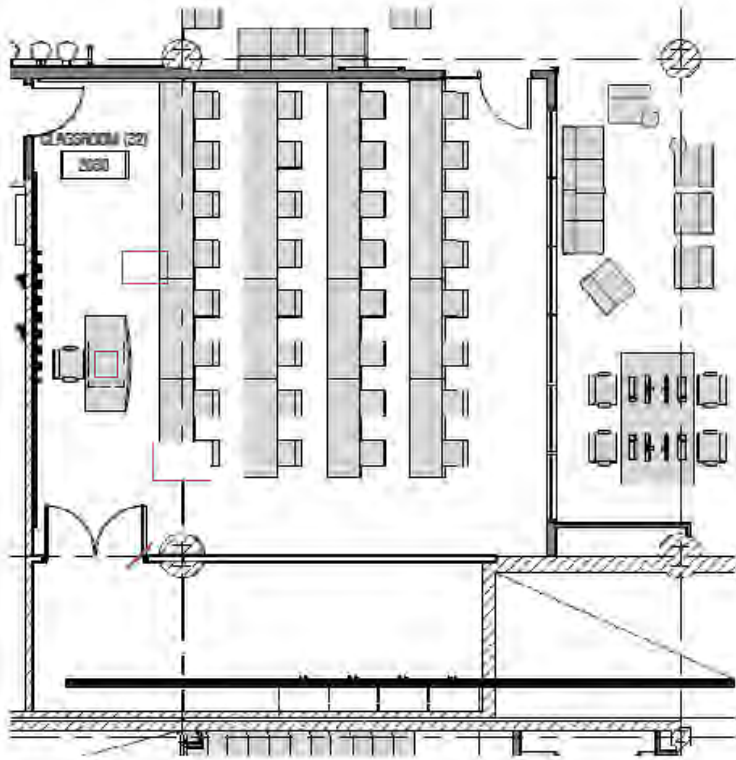
BOARD CHAIR

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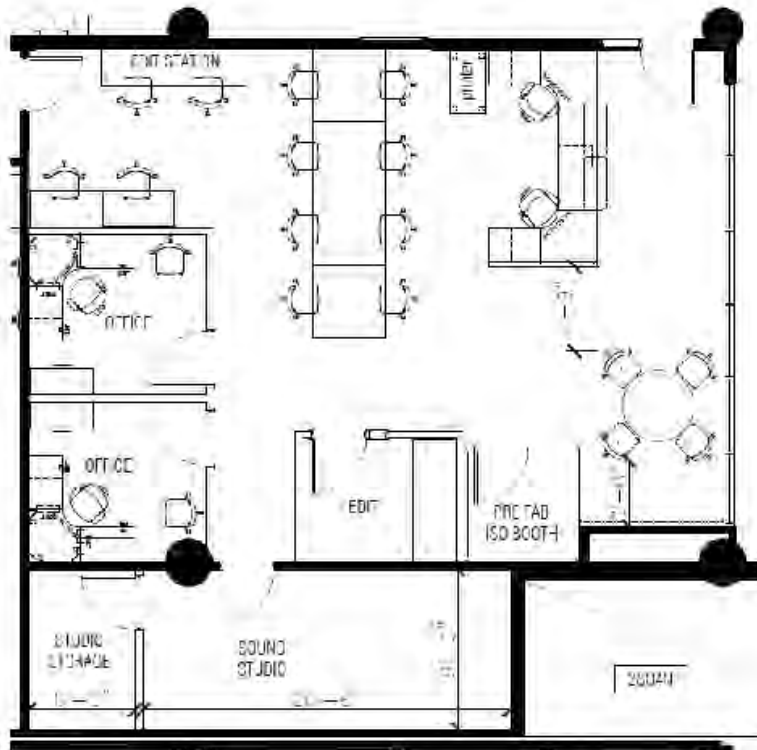
BOARD SECRETARY

DATE

Existing Class Room



New Media Lab (November 2018)





**COLLEGE OF DUPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Physical Education Center (PEC) Arena Divider Curtains (Re-bid)

2. **REASON FOR CONSIDERATION**

A single purchase exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

This project involves replacement of four (4) existing motorized divider curtains in the PEC Arena. The curtain systems are suspended from the existing ceiling structure and are operated by the Athletic Department to partition the arena during COD athletics and external competitions. Due to the age of the units, it has become increasingly difficult to service, repair, and maintain the existing curtain systems. The divider curtains are critical in managing activity space in the arena, and replacement is recommended at this time.

A legal notice for an Invitation for Bids was published on April 23, 2018 in the Daily Herald; the invitation was also posted to the College of DuPage Purchasing website and distributed to in-district Chambers of Commerce. Twenty-seven (27) vendors were directly solicited. Twenty (20) vendors downloaded the bid documents. A pre-bid meeting was held on April 26, 2018 at 9:00 a.m. in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). A public opening was held on May 4, 2018 at 11:00 a.m. in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). The following individuals were in attendance: Jacoby Radford (COD Purchasing Manager/Recorder), Susan Castellanos (COD Buyer/Facilitator), Robert Hayley (COD Budget Manager/Agent of the Board), Chris Wosachlo (COD Energy/Project Manager, Facilities Operations) and one (1) vendor representative. Two (2) bids were received. No women/minority owned businesses submitted bids.

Following is a recap of the bid tabulation:

Vendor	Total Base Bid
Carroll Seating Company	\$67,017.31
Nikao Group, LLC	\$75,465.00

Lowest bid in bold

Budget Status

GL Account	FY2018	FY2019 - Proposed		
	YTD Spend	Annual Budget	YTD Spend	Available Balance
02-90-20153-5804001 <i>Replace Arena End/Side Curtain : Building Remodeling Exps</i>	\$ -	\$ 75,000	\$ -	\$ 75,000
		FY2019 Request		<u>\$ 67,017</u>

**FY2019 Budget not yet adopted. YTD Spend as of 06/05/2018.*

This purchase supports the Strategic Long Range Plan Goal #1 Accountability: Being transparent, answerable and responsible to all stakeholders, and Goal #8 Infrastructure: Maintaining, improving and developing structures systems and facilities necessary for the delivery of high quality education and meaningful cultural events.

This purchase complies with State Statute, Board Policy and Administrative Procedures.

4. RECOMMENDATION

That the Board of Trustees awards the Physical Education Center Arena Divider Curtains contract to the lowest responsible bidder, Carroll Seating Company, 2105 Lunt Ave, Elk Grove Village, IL 60007 for the lump sum bid amount of \$67,017.31.

Staff Contact: Bruce Schmiedl – Director, Facilities Planning & Development

SIGNATURE PAGE FOR

Physical Education Center (PEC) Arena Divider Curtains (Re-bid)

ITEM(S) ON REQUEST

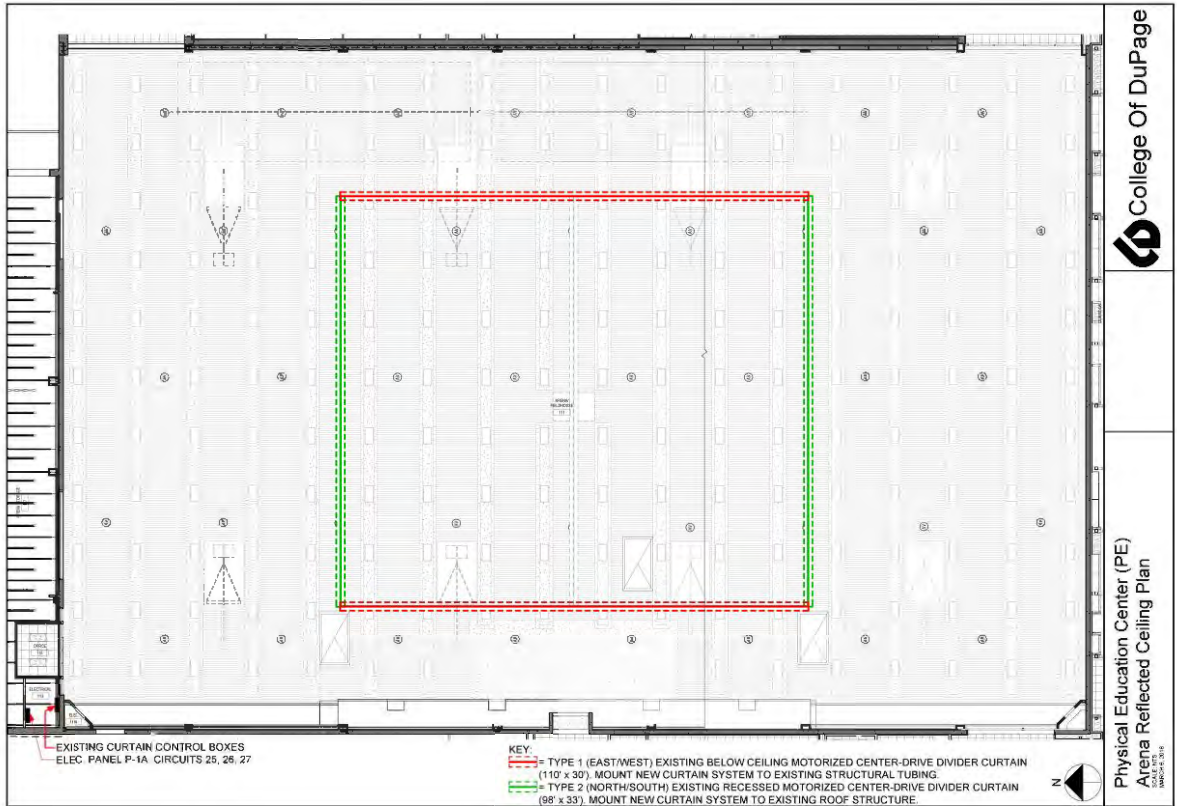
That the Board of Trustees awards the Physical Education Center Arena Divider Curtains contract to the lowest responsible bidder, Carroll Seating Company, 2105 Lunt Ave, Elk Grove Village, IL 60007 for the lump sum bid amount of \$67,017.31.

BOARD CHAIR

DATE

BOARD SECRETARY

DATE





**COLLEGE OF DUPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Landscape Maintenance for Regional Centers

2. **REASON FOR CONSIDERATION**

A contract exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

The College routinely solicits bids for landscape maintenance services for the three (3) College-owned Regional Centers. These services include mowing, mulching, pruning, planting bed care, etc. Outside vendors are selected to maintain the Regional Centers since they could not be efficiently maintained by the College grounds crew due to their remote locations. The bid requested a one-year contract with a renewal option for two (2) one-year renewals, subject to a satisfactory annual review. A maximum 3% annual increase may be allowed after the initial term. The term of the initial one-year contract is from July 1, 2018 through June 30, 2019.

A legal notice for an Invitation for Bids was published on May 10, 2018 in the Daily Herald; the invitation was also posted to the College of DuPage Purchasing Website and distributed to in-district Chambers of Commerce. Fifty (50) vendors were directly solicited. Twenty-one (21) vendors downloaded the bid document. A public opening of the bids was held on May 25, 2018 at 11:00 a.m. in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). The following individuals were in attendance: John McGarry (COD Buyer/Facilitator), Susan Castellanos (COD Buyer/Recorder), Judy Coates (COD Manager Learning and Organizational Development/Agent of the Board), Jacoby Radford (COD Purchasing Manager), Ellen Roberts (COD Director, Business Affairs) and Eugene Refakes (COD Manager, Accounting Operations and Financial Systems). One (1) bid was received. No women/minority owned businesses submitted bids.

A follow up survey was sent to prospective bidders who downloaded the document and did not submit bids. One company responded; stating they did not have enough time to go over the plans.

The recommended award is to the lowest responsible bidder. Based on previous quotes for landscaping services, this pricing is competitive. The following is a recap of the of the bid tabulation:

Vendor	Total Base Bid Naperville	Total Base Bid Westmont	Total Base Bid Carol Stream
Tim's Snowplowing, Inc. DBA The Service Innovators	\$ 19,361.25	\$ 3,545.58	\$ 6,125.20

Budget Status

GL Account	FY2018	FY2019 - Proposed			Current Request
	YTD Spend	Annual Budget	YTD Spend	Available Balance	
02-70-24045-5304001	\$ 22,635	\$ 42,050	\$ -	\$ 42,050	\$ 8,419
02-70-24145-5304001	\$ 34,734	\$ 64,525	\$ -	\$ 64,525	\$ 12,919
02-70-24205-5304001	\$ 20,684	\$ 38,425	\$ -	\$ 38,425	\$ 7,693
<i>Regional Centers - OM : Maintenance Services Exps</i>				FY2019 Request	\$ 29,032

**FY2019 Budget not yet adopted. YTD Spend as of 06/07/2018.*

This purchase supports the Strategic Long Range Plan Goal #1 Accountability: Being transparent, answerable and responsible to all stakeholders, and Goal #8 Infrastructure: Maintaining, improving and developing structures, systems and facilities necessary for the delivery of high quality education and meaningful cultural events.

This purchase complies with State Statute, Board Policy and Administrative Procedures.

4. RECOMMENDATION

That the Board of Trustees approves a one-year contract, with two (2) one-year renewal options, for Landscape Maintenance for the Regional Centers with Tim's Snowplow Service, Inc. DBA The Service Innovators, 543 Diens Drive, Wheeling, IL 60090 for the initial term total amount of \$29,032.03.

Staff Contact: Bruce H. Schmiedl, Director Facilities Planning and Development

SIGNATURE PAGE FOR

Landscape Maintenance for Regional Centers

ITEM(S) ON REQUEST

That the Board of Trustees approves a one-year contract, with two (2) one-year renewal options, for Landscape Maintenance for the Regional Centers with Tim's Snowplow Service, Inc. DBA The Service Innovators, 543 Diens Drive, Wheeling, IL 60090 for the initial term total amount of \$29,032.03.

BOARD CHAIR

DATE

BOARD SECRETARY

DATE



**COLLEGE OF DUPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Student Resource Center (SRC) Door #2 Entrance Remodel

2. **REASON FOR CONSIDERATION**

A single purchase exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

The SRC Door #2 Entrance Remodel Project removes an aging and deteriorating revolving door that is becoming increasingly difficult to service. The work includes an expanded vestibule that would better accommodate interior and exterior foot traffic at this entrance. The expanded vestibule will provide shelter for waiting commuters. The replacement of the revolving doors was a request of the Public Safety Department for a safe and secure entryway by incorporating the access control system to doors at this entrance.

A legal notice for an Invitation for Bids was published on May 3, 2018 in the Daily Herald; the invitation was also posted to the College of DuPage Purchasing website and distributed to in-district Chambers of Commerce. Eighty-seven (87) vendors were directly solicited. Forty-four (44) vendors downloaded the bid documents. A pre-bid meeting was held on May 14, 2018 at 11:00 a.m. in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). A public opening was held on May 22, 2018 at 11:00 a.m. in the College of DuPage Purchasing Department Conference Room (BIC 1B03A). The following individuals attended: Jacoby Radford (COD Purchasing Manager/Recorder), Susan Castellanos (COD Buyer/Facilitator), Joanne Ivory (COD Associate Dean, Continuing Education/Agent of the Board), Ellen Roberts (COD Director, Business Affairs), Chris Wosachlo (COD Energy/Project Manager, Facilities Operations) and three (3) vendor representatives. Three (3) bids were received. No women/minority owned businesses submitted a bid.

The following is a recap of the bid tabulation:

Vendor	Total Base Bid
Integral Construction, Inc.	\$304,320.00
K.M. Holly Construction Inc.	\$394,910.00
D. Kersey Construction Company	\$450,025.00

Lowest bid in bold

Budget Status

GL Account	FY2018	FY2019 - Proposed		
	YTD Spend	Annual Budget	YTD Spend	Available Balance
03-90-39017-5804001	\$ -	\$ 305,000	\$ -	\$ 305,000
<i>Remove Rev/Door/Add SRC NE Ves: Building Remodeling Expense</i>				
			FY2019 Request	<u>\$ 304,320</u>

**FY2019 Budget not yet adopted. YTD Spend as of 06/05/2018.*

This purchase supports the Strategic Long Range Plan Goal #1 Accountability: Being transparent, answerable and responsible to all stakeholders, and Goal #8 Infrastructure: Maintaining, improving and developing structures systems and facilities necessary for the delivery of high quality education and meaningful cultural events.

This purchase complies with State Statute, Board Policy and Administrative Procedures.

4. RECOMMENDATION

That the Board of Trustees awards the SRC Door #2 Entrance Remodel to the lowest responsible bidder, Integral Construction, Inc., 320 Rocbaar Drive, Romeoville, IL 60446 for the lump sum bid amount of \$304,320.00.

Staff Contact: Bruce Schmiedl – Director, Facilities Planning & Development

SIGNATURE PAGE FOR

Student Resource Center (SRC) Door #2 Entrance Remodel

ITEM(S) ON REQUEST

That the Board of Trustees awards the SRC Door #2 Entrance Remodel to the lowest responsible bidder, Integral Construction, Inc., 320 Rocbaar Drive, Romeoville, IL 60446 for the lump sum bid amount of \$304,320.00.

BOARD CHAIR

DATE

BOARD SECRETARY

DATE



PORCELAIN ENAMEL CANOPY
GLAZING
STOREFRONT SYSTEM



**OPTION 5
EXTERIOR**

CONCEPTUAL DESIGN
COLLEGE OF DUPAGE
SRC ENTRY 2 REPLACEMENT
DATE: 02/20/15
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PORCELAIN ENAMEL CANOPY
PORCELAIN ENAMEL PANEL
STOREFRONT SYSTEM



**OPTION 6
EXTERIOR**

CONCEPTUAL DESIGN
COLLEGE OF DUPAGE
SRC ENTRY 2 REPLACEMENT
DATE: 02/20/15
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PORCELAIN ENAMEL CANOPY 1
PORCELAIN ENAMEL PANEL 2
STOREFRONT SYSTEM 3

**OPTION 7
EXTERIOR**
CONCEPTUAL DESIGN
COLLEGE OF DUPAGE
SRC ENTRY 2 REPLACEMENT
DATE: 02/20/18
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PORCELAIN ENAMEL CANOPY 1
PORCELAIN ENAMEL PANEL 2
STOREFRONT SYSTEM 3

**OPTION 8
EXTERIOR**
CONCEPTUAL DESIGN
COLLEGE OF DUPAGE
SRC ENTRY 2 REPLACEMENT
DATE: 02/20/18
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PORCELAIN ENAMEL WALL 1
GYPSUM BOARD SOFFIT 2
STOREFRONT SYSTEM 3

**OPTION 5
INTERIOR**
CONCEPTUAL DESIGN
COLLEGE OF DUPAGE
SRC ENTRY 2 REPLACEMENT
DATE: 02/20/18
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PORCELAIN ENAMEL WALL 1
GYPSUM BOARD SOFFIT 2
STOREFRONT SYSTEM 3

**OPTION 6
INTERIOR**
CONCEPTUAL DESIGN
COLLEGE OF DUPAGE
SRC ENTRY 2 REPLACEMENT
DATE: 02/20/18
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- 1 PORCELAIN ENAMEL WALL
- 2 GYPSUM BOARD SOFFIT
- 3 STOREFRONT SYSTEM

**OPTION 7
INTERIOR**
CONCEPTUAL DESIGN
COLLEGE OF DUPAGE
SRC ENTRY 2 REPLACEMENT
DATE: 02/20/18
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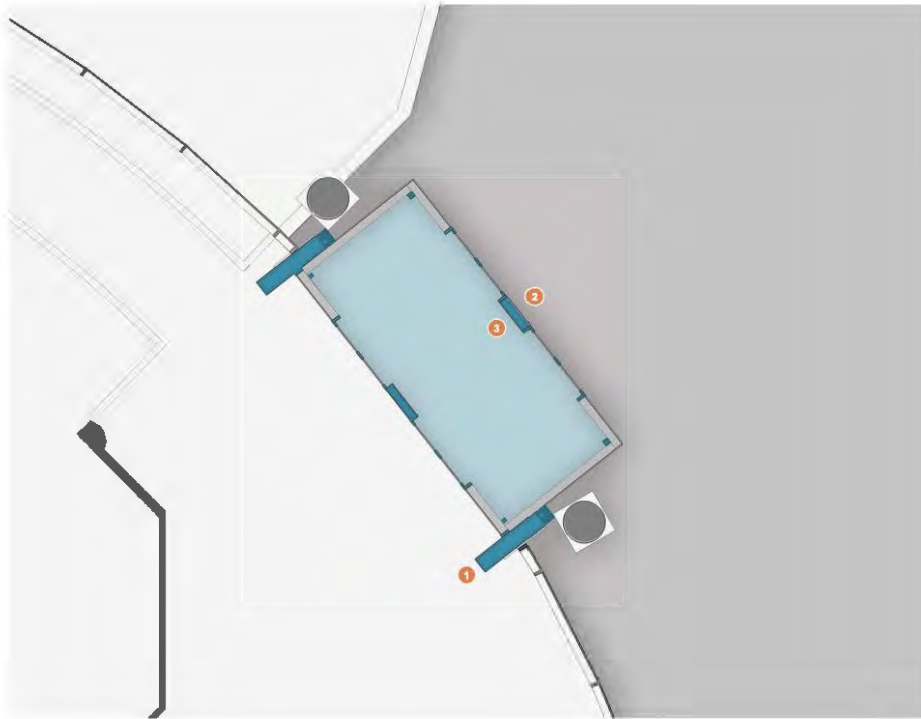


- 1 PORCELAIN ENAMEL WALL
- 2 GYPSUM BOARD SOFFIT
- 3 STOREFRONT SYSTEM

**OPTION 8
INTERIOR**
CONCEPTUAL DESIGN
COLLEGE OF DUPAGE
SRC ENTRY 2 REPLACEMENT
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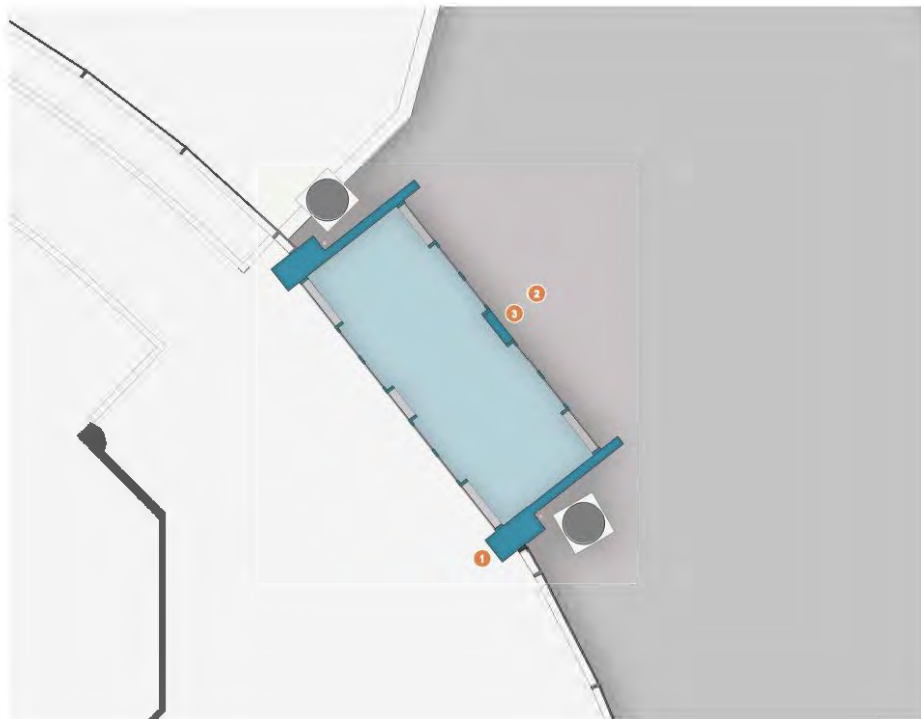


PORCELAIN ENAMEL WALL 1
3' 6" CANOPY (ABOVE) 2
STOREFRONT SYSTEM 3

**OPTION 5 & 6
PLAN**
CONCEPTUAL DESIGN
COLLEGE OF DUPAGE
SRC ENTRY 2 REPLACEMENT
DATE: 02/20/18
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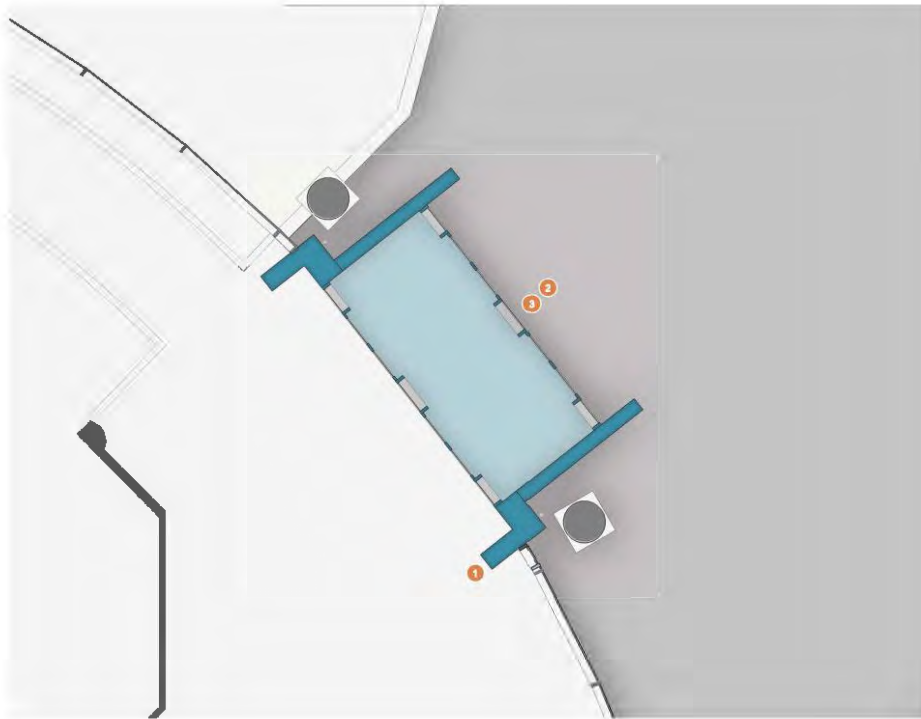


PORCELAIN ENAMEL WALL 1
5' CANOPY (ABOVE) 2
STOREFRONT SYSTEM 3

**OPTION 7
PLAN**
CONCEPTUAL DESIGN
COLLEGE OF DUPAGE
SRC ENTRY 2 REPLACEMENT
DATE: 02/20/18
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- PORCELAIN ENAMEL WALL 1
- 5' CANOPY (ABOVE) 2
- STOREFRONT SYSTEM 3

**OPTION 8
PLAN**
CONCEPTUAL DESIGN
COLLEGE OF DUPLAGE
SRC ENTRY 2 REPLACEMENT
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COLLEGE OF DuPAGE
REGULAR BOARD MEETING

BOARD APPROVAL

1. **SUBJECT**

Increase in total cost of the McAninch Art Center's marketing contract with Carol Fox and Associates due to the addition of extra shows.

2. **REASON FOR CONSIDERATION**

Contracts exceeding the statutory bid limit of \$25,000 must be approved by the Board of Trustees (Board Policy 10-60).

3. **BACKGROUND INFORMATION**

The McAninch Arts Center (MAC) relies on the expertise of an outside consulting firm to provide entertainment marketing and public relations services. The amount of these fees generally are based upon on the number of performances presented by the MAC.

To obtain the best possible marketing services at a reasonable price, the MAC published a Request for Proposals (RFP# 2017-R0016). In response to that RFP, the MAC received several responses on April 20, 2017. Following a review conducted according to the terms of the RFP, Carol Fox and Associates (CFA) received the highest evaluation score from the review committee based upon the relevant criteria of the RFP. The Board of Trustees approved a Marketing and Public Relations Consultant Agreement with CFA on May 18, 2017 for a thirty-six month term. Among other things, the Board item that accompanied the approved Consultant Agreement stated that the total cost of the agreement was "not to exceed \$211,100 in year one and two and \$217,433 in year three." The agreement is effective from June 1, 2017 to June 30, 2020.

In general, the total costs and fees in the Consultant Agreement are based upon the type and number of tasks to be performed. For example, on page six, the Consultant Agreement states that Carol Fox and Associates will provide marketing services for "Touring Shows (\$3,250 each x 25 shows)." Just below the provision for 25 Touring Shows, the Consultant Agreement states that CFA will provide marketing services for a total of 4 "Family Shows" at a cost of \$2,125 per show. In addition, on page seven, paragraph I, the Consultant Agreement addresses the cost of shows added to the

season: “Any shows added to the season will be billed according to the above Fees Schedule”—e.g., \$3,250 per Touring Show.

At the MAC, the total number of shows booked in a season is based upon the total budget for artists’ fees. In May 2018, when the current contract with Carol Fox & Associates was approved, the breakdown of MAC shows was estimated based on the number of shows presented in the 2016 season. The number of shows eventually booked in a season, however, varies based on availability of artists, prices for each show negotiated, and market demand. In FY18, the MAC ultimately presented one fewer Family Show than estimated, and three more Touring Shows than estimated, including the *National Geographic Live* series. Because the number of Family Shows was one fewer that provided for in the Consultant Agreement, the MAC is entitled to a credit of \$2,125 in fees. Because the number of Touring Shows exceeded the twenty-five allowed under the Consultant Agreement, the MAC incurred an additional \$9,750 in fees. Accordingly, the MAC incurred total fees for FY18 under the Consultant Agreement of \$218,725—i.e., \$7,625 above the Board-approved total for FY18 of \$211,100. Based on bookings for FY19 and FY20, the MAC anticipates actual marketing spends to exceed the approved amounts for those two years as well: specifically, by \$8,625 for FY19, and by \$6,500 in FY20.

To accommodate the marketing fees for these additional shows, which will be billed according to the fee schedule set forth in the Consultant Agreement, the MAC seeks approval to increase the total remaining contract values by a total of \$22,750 over the next three years. As explained in the table below, this results in a total contract value not to exceed \$662,383.

FY	Approved Funds	Additional Requested	Total Funds
FY18	\$211,100	\$7,625	\$218,725
FY19	\$211,100	\$8,625	\$219,725
FY20	\$217,433	\$6,500	\$223,933
Total	\$633,300	\$22,750	\$662,383

Budget Status

GL Account	FY2017	FY2018		
	YTD Spend	Annual Budget	YTD Spend	Available Balance
05-60-11601-5407001 <i>AUX MAC Touring-Advertising Exp.</i>	\$ 272,019	\$ 333,872	\$ 264,245	\$ 69,627
			FY2018 Request	\$ 7,625
			Future Commitments (FY2019-20)	\$ 15,125
			Total Request	\$ 22,750

*YTD Spend as of 06/06/2018.

Budget table includes only increase over prior board approved contract.

This contract supports the following goals and objectives of the College's Strategic Long Range Plan:

- Goal #2 Value-Added Education: Going beyond the standard expectations and providing something more to the students and communities we serve.
 - Strategic Objective 2.7: Expand efforts to attract and provide resources to assist nontraditional students to enroll in credit courses, especially those in the 55-plus age group.
- Goal #5 Relationships: Cooperating and collaborating with all stakeholders in order to advance mutual interests.
 - Strategic Objective 5.6: Identify, assess and enhance College of DuPage's community outreach activities, with a focus on the visual and performing arts.
 - Strategic Objective 5.7: Support collaboration, creation and learning by promoting and providing College of DuPage resources to all District 502 residents in DuPage, Will and Cook Counties
 - Strategic Objective 5.3: Identify and implement optimal methods of communicating with and engaging all College stakeholders (e.g., alumni, business leaders, elected officials).
 - Strategic Objective 5.4: Utilize internal resources to develop a new College of DuPage brand and implement a communications plan that considers the preferences and needs of students and other internal and external stakeholders.
 - Strategic Objective 5.6: Identify, assess and enhance College of DuPage's community outreach activities, with a focus on the visual and performing arts.
 - Strategic Objective 5.7 Support collaboration, creation and learning by promoting and providing College of DuPage resources to all District 502 residents in DuPage, Will and Cook Counties.

This purchase complies with State Statute, Board Policy and Administrative Procedures.

4. **RECOMMENDATION**

That the Board of Trustees approves increasing the contract value with Carol Fox and Associates Marketing and Public Relations, 1412 W. Belmont Avenue, Chicago, IL 60657 as follows: FY18 increase of \$7,625 for a total amount not to exceed \$218,725; FY19 increase of 8,625 for a total amount not to exceed \$219,725, FY20 increase of \$6,500 for a total amount not to exceed \$223,933.

Staff Contact: Diana Martinez, Director, McAninch Arts Center

BOARD APPROVAL

SIGNATURE PAGE FOR

Increase funding of the Carol Fox and Associates Marketing Contract with the MAC

ITEM(S) ON REQUEST

That the Board of Trustees approves increasing the contract value with Carol Fox and Associates Marketing and Public Relations, 1412 W. Belmont Avenue, Chicago, IL 60657 as follows: FY18 increase of \$7,625 for a total amount not to exceed \$218,725; FY19 increase of 8,625 for a total amount not to exceed \$219,725, FY20 increase of \$6,500 for a total amount not to exceed \$223,933.

Board Chair

Date

Secretary

Date

**AGREEMENT BETWEEN COLLEGE OF DUPAGE AND
CAROL FOX AND ASSOCIATES**

This agreement is made and entered into, as of June 1, 2017 by and between the **College of DuPage** and **Carol Fox and Associates, Inc.** (hereafter "CF&A").

Based on its approved Purchase Order Number (#TBD), CF&A will provide the McAninch Arts Center (MAC) at the College of DuPage with public relations, marketing, advertising, graphic design, social media and website management services (hereafter "services") as detailed below for the following:

- Touring Season
- Family Series
- Lakeside Pavilion
- New Philharmonic
- Buffalo Theatre Ensemble (BTE)
- National Theatre Live
- Cleve Carney Art Gallery
- COD student productions
- School Stage
- Global Flicks
- Lakeside Student Productions
- Rentals
- Gala, if applicable

Services are outlined below and will commence July 1, 2017, pending receipt of a fully executed contract, and continue through June 30, 2020.

I. Scope of Services

SEASON CAMPAIGN

- Write the marketing plans including publicity, marketing, advertising, promotions, email communications and social media strategy
- Develop strategic sales initiatives such as a ticket on sale event and Cyber Monday campaign
- Maintain the MAC website including creating pages for all performances, ensuring the proper events and key messages are promoted in the top slider bar, updating the side promotions bars to include seasonal messaging (subscriptions, gift certificates, etc.) and archive the shows at the conclusion of the season
- Monitor web traffic and provide analytics reports on a quarterly basis
- Create a mid-season brochure including writing copy, negotiating rates with printer and mailing house, managing graphic design and overseeing production
- Manage the individual show budgets as well and the season brochure and mid-season brochure budgets
- Compile a master spreadsheet of all Touring and Lakeside artists' contact information, social media outlets used and availability of collateral materials
- Create, distribute and analyze two online audience surveys to current patron email database
- Manage the overall season marketing budget

Please initial _____



SUBSCRIPTION CAMPAIGN

A. Touring Shows, New Philharmonic, BTE, COD Lecture and Christmas Carol

- Write the Touring Season subscription marketing plan including publicity, marketing, advertising, promotions, email communications and social media strategy
- Write copy for the Touring Season subscription letters, including ones targeted to donors and past subscribers
- Write show descriptions to be included in subscription collateral material
- Coordinate the subscription brochure and the season brochure including writing copy, negotiating list trades and rates with printer and mailing house, managing graphic design and overseeing distribution
- Write copy and oversee graphic design and printing of pocket-sized schedules
- Write and distribute a season press release and follow up with the media to secure season coverage in conjunction with the subscription campaign

B. COD Student Productions and Cleve Carney Art Gallery

- Write copy and include all shows and exhibitions in season brochure
- Include all performances and exhibitions in pocket-sized flier
- Include Art Gallery logo in print advertising campaign as space permits
- Incorporate all shows and exhibitions in mid-season brochure

INDIVIDUAL SHOW CAMPAIGNS

A. Touring Shows, New Philharmonic, BTE, COD Lecture and Christmas Carol

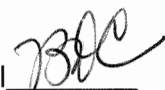
Marketing Plan Development

CF&A will write a public relations, marketing, advertising, and social media plan for each of the Touring, New Philharmonic and BTE shows as well as the COD Lecture and Christmas Carol. The plan for fall shows is to be completed by September 1. The plan for the winter/spring shows is to be completed by November 1. The elements of the plan include a year-long advertising plan and budget, pitch angles and promotional ideas per show.

Public Relations

- Oversee all aspects of publicity
- Maintain a customized media database to include local arts, entertainment and lifestyle journalists, feature reporters, columnists, bloggers and family editors from print, broadcast, Internet and niche media outlets
- Write and distribute press materials, including biographies, event releases, pitch letters, fact sheets, media advisories and the like
- Pitch feature stories, live television and radio appearances, interviews and column items
- Submit press materials to long lead outlets three months in advance of each event, and follow up to pitch coverage, features stories, photo placements or listings
- Submit production information for consideration for fall preview sections
- Secure listings and editorial on websites, blogs and in online newsletters/eblasts
- Coordinate and oversee the execution of press events, public appearances, broadcast shoots and photo opportunities
- Staff performances with important media attendance
- Distribute photos and video
- Work with television reporters to include footage of productions in "Weekend Picks" round-ups
- Provide spokespeople with written talking points and interview confirmations

Please initial



- Draft and distribute event invitations, track responses and follow up to encourage attendance at performances
- Provide regular weekly written updates and include tear sheets whenever possible
- Compile a final publicity season wrap up report within eight weeks following the final performance of the season

Marketing

- Create and implement the individual show marketing campaigns including promotions, special offers, third party tie-ins, flier distribution and more
- Develop targeted direct mail initiatives for individual shows as sales warrant and budget permits
- Recommend and implement promotional activities as appropriate (i.e., partnerships with area restaurants, businesses and retail outlets)
- Perform basic zip code analysis of ticket buyer database and review existing audience demographic data as available
- Research and recommend ways for expanding the reach of the marketing materials such as zip code saturation, mailing list trades/rentals, email list purchases and publication inserts, among others

Advertising

- Develop and implement a year-long advertising plan including broadcast, print, digital (including Google and Facebook) and out-of-home media
- Seek and negotiate media partnerships/sponsorships as part of the overall advertising campaign
- Design and execute a retargeting campaign through Google including embedding a code in the MAC website as well as on Facebook pages and eblasts as available (pending budget availability)
- Write copy, reserve ad space, oversee designer and forward necessary paperwork to the MAC for direct payment
- Negotiate and coordinate media sponsorships
- Analyze box office data to determine effectiveness of advertising
- Review social media and Google Analytics to evaluate the effectiveness of digital advertising
- Negotiate trade advertising where appropriate

Digital Communications

- Develop and implement a targeted season-long digital communications plan, to include email campaign, Facebook and Twitter strategies and website messaging
- Create and implement a social networking/communications strategy that is integrated across all platforms, yet still employs the appropriate tone for each unique platform
- Update and maintain a Facebook page and create strategy for building followers and Facebook fans
- Create Facebook contests using a third party application on Facebook to manage contest entries and work with the programmer to create contest landing page
- Manage MAC's YouTube page

B. COD Student Productions

CF&A will provide the following services for 10 shows selected by COD.

- Write and distribute a press release for each show
- Send out a monthly calendar listing and pursue listings as available
- Include the above shows in the MAC season ad campaign as appropriate

Please initial _____



- Pitch a feature story if there is an appropriate angle
- Seek coverage on the artists' sites, if available
- Write and post social media coverage
- Include each show/event in the MAC email newsletter
- Write copy and include in the MAC season brochure

C. Cleve Carney Art Gallery

CF&A will provide the following services for 4 exhibitions selected by Cleve Carney staff.

- Write and distribute a press release for each show
- Send out a monthly calendar listing and pursue listings as available
- Include the above shows in the MAC season ad campaign as appropriate
- Pitch feature stories
- Post listings on the MAC website
- Seek coverage on the artists' sites, if available
- Write and post social media coverage
- Include each show/event in the MAC email newsletter
- Write copy and include in the MAC season brochure
- Send dedicated eblast to Cleve Carney's own email list

D. Lakeside Pavilion

- Write and distribute a season announcement press release encompassing all shows in the season (concerts, movies and college productions)
- Write up to three additional summer press releases
- Pitch feature stories
- Pursue calendar listings for all concerts

WEBSITE MAINTENANCE

A. Touring Shows; New Philharmonic, BTE, Lakeside Pavilion and Christmas Carol

- Develop strategy for key messaging throughout the year, to be featured on home page sliders
- Post slider artwork for seasonal messages, such as "subscriptions now on sale," "single tickets on sale," and "gift certificates available"
- Post sliders for all featured performances
- Post season brochures
- Work with programmers as needed to make minor updates
- Obtain and resize photos, write copy, embed video and enable ticket buying links for all productions
- Update show pages on an ongoing basis
- Announce venue changes due to weather
- Update pages with sold out or limited seating messaging
- Handle up-to-the-minute changes
- Ensure general MAC pages are up to date, including box office information and series overviews
- Post Backstage Buzz segments to corresponding pages
- Ensure YouTube channel is linking to site
- Review Google Analytics periodically

B. COD Student Productions and Cleve Carney Art Gallery

- Write copy, obtain photos and videos as available
- Create pages for every performance or event (not just the featured events)
- Update pages as additional information becomes available

Please initial _____



PRO BONO SERVICES

A. SchoolStage

- Edit copy and include in fall brochure
- Feature on website slider as appropriate (such as upon season announcement)
- Include in related materials (such as family series postcard) as needed

B. College of DuPage Gala

- Write pre- and post-event press release
- Post gala to website
- Promote gala via social media
- Secure photographer, if desired
- Staff event to work with photographer and any media in attendance
- Include gala in printed materials
- Incorporate gala into advertising campaign as appropriate

C. Global Flicks

- Include series in the fall brochure, pocket schedule and midseason brochure
- Post all eight events to website
- Include Global Flicks in eblast campaign

D. COD Student Productions in Lakeside Pavilion Summer Series

- Write and distribute a season press release including college production(s) and movies in addition to the Lakeside Pavilion concerts
- Pitch feature stories on season
- Pursue calendar listings
- Develop and implement a modest advertising campaign
- Post events to website
- Incorporate movies and college productions into email and social media campaign

E. Rentals

- Edit copy and include brochures, space permitting
- Post rental shows to website

GENERAL

- Participate in weekly meetings via conference call
- Attend a minimum of one in-person meeting per month
- Provide progress reports and individual show reports on a weekly basis
- Attend performances and events as needed
- Coordinate with the appropriate staff including but not limited to, MAC Marketing, Ticket Office, COD Creative Services, as well as third party contractors.

Note: The MAC staff is responsible for creating and implementing all special events, writing and distributing donor and subscriber letters, producing and mailing the season subscriber subscription letter as well as the New Philharmonic and BTE subscription brochures, writing and distributing the pre- and post-show ticket buyer letters/emails, poster/flier production and distribution, producing the season/show video(s), producing program books, and the promotion of the SchoolStage series, and handling all rentals.

Please initial _____



II. Fees and Expenses

PAYMENT SCHEDULE

2017/18, 2018/19 Season Campaign

Season Campaign/Strategy/Announcement/Press/
Brochure/Coordination & Execution*

\$16,000

2019/20

\$22,333

Touring Shows (\$3,250 each x 25 shows)	\$81,250
Christmas Carol (FY19 \$3250 x 1 show, FY18&FY20 Touring)	\$3,250
Family Shows (\$2,125 each x 4 shows)	\$8,500
BTE Shows (\$3,500 each x 3 shows)	\$10,500
New Philharmonic (\$3,250 each x 5)	\$16,250
Lakeside Pavilion Concerts (1 series/flat fee)	\$6,000
Global Flicks	Pro bono
National Theatre Live (1 series- 6 shows/flat fee)	\$3,250
College Student Shows (\$1,000 each x 10)	\$10,000
Carney Art Gallery (\$1,500 X 4 openings)	\$6,000
Website Maintenance (12 months)	\$18,000
Digital Communications & Eblasts (flat fee)	\$10,000
Graphic Design (\$40/hour)	\$10,000 est.
Billable Expenses (annual fee)	\$2,000
Office Supply Fee (12 months)	\$2,100
Sub-Total	\$197,100

Subscription Campaign (2018/19, 2019/20, 2020/21 Season)

Season Retainer

\$8,000

Total Year 1 (2017-2018 season):

\$211,100

Total Year 2 (2018-2019 season):

\$211,100

Total Year 3 (2019-2020 season):

\$217,433

*The Season Campaign includes reimbursement for travel to and from the MAC during the season.

- A. The Season Campaign is due on or before the last day of August.
- B. Full payment for each show/event will be due on or before the 30th of the month of each show/event.
- C. The Website Maintenance fee will be billed monthly.
- D. The Digital Communications/Eblasts fee will be split into four equal payments due on or before the last day of July, October, January and April.
- E. The fee for the Lakeside Pavilion series will be split into two equal payments due on or before the last day of February and May.
- F. Graphic design will be billed monthly at a rate of \$40 per hour and will not exceed \$10,000 per year without prior approval.
- G. The Subscription Campaign/Season Retainer is due on or before the last day of April.
- H. Should a show be canceled for any reason, CF&A would be entitled to a portion of its fee based on the following schedule:
 - More than 60 days in advance, 50%
 - 60 to 31 days in advance, 75%

Please initial



- 30 days or fewer, 100%
Any reduction in the fee due to a cancellation will be deducted from the final payment due CF&A.
- I. Any shows added to the season will be billed according to the above Fees Schedule. Full payment for each added show/event will be due on or before the 30th of the month of each show/event.
- J. The general office supply fee is \$175 per month, and will be billed monthly. This fee covers items including, but not limited to Cision media database subscription; software costs for press release distribution, project organization, and file storage; and local and cellular telephone charges.
- K. Reasonable and customary out-of-pocket expenses including, but not limited to parking, taxis, overnight delivery, messengers, in-house copying and long-distance telephone calls will be billed monthly and are due within thirty (30) days. Out-of-pocket expenses will not exceed \$2,000 annually without prior written approval.
- L. Outside vendor expenses such as graphic design; photography; video duplication; messengers; social media monitoring tools; Facebook contesting software; and deliveries will be billed monthly and are due within thirty (30) days. College of DuPage has the option of paying these invoices directly. None of these expenses will be accrued without prior College of DuPage approval. Any CF&A billing of these expenses will be invoiced monthly and due on the last day of the month, provided expense is prior to the 15th day of the month.

III. Terms and Conditions

- A. Media databases are the sole property of CF&A.
- B. This Agreement may be terminated with sixty (60) days' notice at will by either party, by written notifications via certified mail, return receipt requested, sent to the address of the parties designated in this Agreement. College of DuPage is obligated to pay for services rendered up to the termination date. Upon termination, College of DuPage shall have no further obligations under this agreement.

IV. Payment and Late Payment

In the event payments due CF&A are not made within ~~thirty (30)~~ ^{sixty (60)} days from the invoice date (the "Due Date"), CF&A shall have the right, without further notice to College of DuPage, to suspend or terminate all service to College of DuPage without liability resulting directly or indirectly from such suspension or termination. College of DuPage will only accept electronic invoices, which can be in any format. Invoices must reference the COD Purchase Order Number. Invoices are to be e-mailed to invoicing@cod.edu. All payments are processed via ACH transfer on a bi-weekly basis.

V. Consequential Damages

In no event shall CF&A be liable to College of DuPage for any indirect, special or consequential damages, or lost profits arising out of or related to this Agreement or the performance or breach thereof. CF&A expressly has notified College of DuPage that there are no guarantees or warranties of the effectiveness of the services, the success of the services, or the profitability of College of DuPage based upon the services.

VI. Independent Contractor

It is understood that CF&A is an independent contractor and is not an employee, agent, partner, or representative of College of DuPage. As such, CF&A and College of DuPage will be responsible for all of their respective legal obligations.

VII. Counterparts

Please initial 

agreement. Any copy of this Agreement made by reliable means (for example, photocopy, electronic scan or facsimile) is considered an original.

VIII. Choice of Law

This Agreement shall be subject to and governed by the law of the State of Illinois. Liability: CF&A agrees to hold College of DuPage, its trustees, officers, directors, agents, successors and assigns, harmless from and against all losses, damages, injuries, claims, demands and expenses, including attorneys' fees, which may arise during the performance of this agreement. CF&A also represents and warrants that the services will not infringe any copyright, violate the rights of any person, or contain any other unlawful matter. CF&A shall defend, indemnify and hold harmless College of DuPage and others of whom it may license and grant rights, against all damages suffered and expenses incurred based on any breach or alleged breach of CF& A's warrant.

Certification: All independent contractors must also certify below regarding the status of any educational loans as required by state law effective January 1, 1988. (Must check one)

I certify that I am not in default on an educational loan guaranteed by the State in the amount of \$600.00 or more.

I certify that I am in default on an educational loan guaranteed by the State in the amount of \$600.00 or more and I agree to make arrangements for repayment of This loan with the maker or guarantor within six months from the date of this Contract.

I agree with the terms stated above and certify that I have received a copy of the agreement.

Carol G. Fox
Contractor

6/21/17
Date

Agreed to on behalf of
College of DuPage:
Brian W. Caputo
Brian Caputo
VP of Admin and Treasurer
College of DuPage
425 Fawell Blvd
Glen Ellyn, IL 60137
(630) 942-4285

Agreed to on behalf of
Carol Fox and Associates, Inc.:
Carol G. Fox
Carol L. Fox
President
Carol Fox and Associates
1412 W Belmont Ave
Chicago, IL 60657
(773) 327-3830

Please initial BAC

COLLEGE OF DuPAGE
REGULAR BOARD MEETING

BOARD APPROVAL

1. **SUBJECT**

Contract for McAninch Arts Center (MAC) Marketing and Public Relations Consultant covering fiscal years 2018-2020.

Marketing services for 2018-2020 MAC seasons, not to exceed \$211,100 in year one and two and \$217,433 in year three.

2. **REASON FOR CONSIDERATION**

A contract exceeding the statutory bid limit of \$25,000 must be approved by the Board of Trustees

3. **BACKGROUND INFORMATION**

The MAC relies on the expertise of an outside consulting firm to provide entertainment marketing and public relations services, including a season marketing plan, subscriber sales expertise, ad placement, social and digital media, radio and cable scripts, press releases, calendar listings, daily website and social media updates, weekly e-mail newsletters, branding initiatives, third-party ticket outlet support, and access to visual, dance, performing arts editors and critics. These services are designed to increase sales, subscriptions, average attendance per performance, and brand recognition/awareness of the MAC, the Cleve Carney Gallery, the New Philharmonic, and College Theater, Music and Dance performances.

A legal notice was posted on March 31, 2017 and an Invitation for Proposals was issued. Twenty six (26) vendors were solicited. Thirty-nine (39) vendors downloaded the Request for Proposal documents. Two agencies attended a pre-bid meeting, Stevens & Tate and Carol Fox and Associates. One (1) response was received. A public opening was held on April 20, 2017 at 11:00 a.m. in the College of DuPage Purchasing Department Conference Room (BIC1540); the following individuals were in attendance: Michelle Mierzeniewska (COD Purchasing Buyer/facilitator), Susan Castellanos (Purchasing Expeditor/recorder), Jacoby Radford (Purchasing Manager), and a representative from Carol Fox & Associates. One (1) minority vendor was identified.

A survey was conducted after the RFP opening to the 23 who showed interest in the RFP but did not submit a response. Vendors indicated the following reasons:

- We will not be able to submit by the indicated deadline.
- (We are) a branding and web agency and we specialize in higher education. Our services include research, visual identity, copywriting, web design and development, and others. However we do not cover services like media planning or buying, social media management, press releases, SEO or campaign implementation.
- We did not specifically have the required 5-year minimum experience not just in arts subscriptions but specifically for live entertainment and a brochure with specifically 20+ productions.
- There were too many labor hours involved for a small financial pay off.
- The project scope was too large.
- We chose not to respond as special consideration was being given to local companies that provide the services you requested.
- We don't have anyone who specializes in public relations and marketing on staff.

A five-person committee evaluated the proposals using criteria outlined in the RFP. The results of the process are in the table below.

Criteria	Weighted Percentage	Total points Carol Fox & Associates	Weighted Score
Overall Experience in Live Performance/Event	15	60	9
Familiarity with Government and Entertainment Industry	10	54	8.1
Qualifications of Personnel	20	50	7.5
Strategy and Creativity	20	51	7.65
Approach	20	52	7.8
Budget Approach Cost Effectiveness	15	58	8.7
Total Points	100	325	48.75
Price year 1 &2		\$211,100	\$157,720
Price Year 2		\$217,433	

Awarded Vendor in Bold

** Minority vendor

*** BEPD – Business Enterprises owned by People with Disabilities

****Woman Owned Business

Carol Fox & Associates (CF&A) is recommended by the review committee based on their proven experience with 20 years of dedicated arts and entertainment marketing. They have extensive contacts with performing arts, visual arts, dance and entertainment editors and agents. Each manager assigned to our account has specialized experience specific to our unique needs, which has proven to be successful.

For the past two years, CF&A has worked to maximize the exposure of the MAC in a variety of broadcast, print and online media outlets, with the following results:

- Average attendance at touring productions (from 72% in 2011-12 to 89% in 2016-17(closed in 2013)).
- 250% increase in the MAC's Facebook followers in last four years.
- Increased ticket sales with 11 performances at 100% attendance.
- 132% Increase in MAC subscribers over past 4 years

The committee believes that the extra value provided by Carol Fox and Associates, given the company's history and specialization in arts, entertainment and lifestyle marketing, make it the preferred choice to provide these consulting services.

Budget Status

Advertising Expense	FY2017	FY2018 - Anticipated*			Current Request
	Forecasted Spend	Annual Budget*	YTD Spend	Available Balance	
MAC Touring	\$ 330,000.00	\$ 333,872.00	\$ -	\$ 333,872.00	\$ 139,031.00
New Philharmonic/DOT	54,000.00	50,988.00	-	50,988.00	18,059.00
Buffalo Theatre	15,000.00	56,936.00	-	56,936.00	11,968.00
Gahlberg Gallery	15,000.00	16,772.00	-	16,772.00	6,763.00
Artist In Residence	2,000.00	8,275.00	-	8,275.00	5,228.00
Performing Arts	10,000.00	17,618.00	-	17,618.00	9,401.00
Director of Performing Arts	50,000.00	74,089.00	-	74,089.00	20,650.00
	<u>\$ 476,000.00</u>	<u>\$ 558,550.00</u>	<u>\$ -</u>	<u>\$ 558,550.00</u>	<u>\$ 211,100.00</u>
				FY2018 Request	\$ 211,100.00
				Future Commitments	
				FY2019	\$ 211,100.00
				FY2020	\$ 217,433.00
				Total Request	\$ 639,633.00

*FY2018 Budget not yet adopted. FY2017 Forecasted advertising spend included for comparative purposes.

4. RECOMMENDATION

That the Board of Trustees approve the three (3) year contract for Marketing and Public Relations Consulting with Carol Fox & Associates, 1412 W. Belmont Avenue, Chicago, IL 60657, for a total expenditure not to exceed \$211,100 in year one and two and \$217,433 in year three.

Staff Contact: Diana Martinez, Director, McAninch Arts Center

**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

SIGNATURE PAGE FOR

Contract for McAninch Arts Center (MAC) Marketing and Public Relations Consultant covering fiscal years 2018-2020.

Marketing services for 2018-2020 MAC seasons, not to exceed \$211,100 in year one and two and \$217,433 in year three.

ITEM(S) ON REQUEST

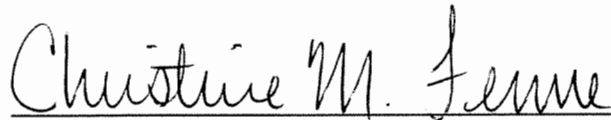
That the Board of Trustees approve the three (3) year contract for Marketing and Public Relations Consulting with Carol Fox & Associates, 1412 W. Belmont Avenue, Chicago, IL 60657, for a total expenditure not to exceed not to exceed \$211,100 in year one and two and \$217,433 in year three.



Board Chair

5/18/17

Date



Secretary

5-18-17

Date



**COLLEGE OF DUPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Testing services for Associate Degree Nursing (A.D.N.) students.

2. **REASON FOR CONSIDERATION**

A single contract exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

In 2011, the Associate Degree Nursing program went through a major curricular revision and the nursing faculty needed to review textbooks and associated products that would promote student success. Our goal was to: 1) identify a product that would include a standardized exam qualifying the best candidate for admission to our program, 2) utilize a standardized exit exam as a predictor for success on the national licensure exam for an RN candidate, and 3) implement longitudinal or progression tests to be administered to students for the duration of the program. Nursing research supports these strategies for lowering attrition rates and raising the NCLEX RN (national licensure examination) pass rates.

Three vendors presented their products during an on-site in-service for nursing faculty. We determined, based on evidence based research, that we would examine products that offered: 1) web based standardized admission and exit exams, 2) web based longitudinal (progress) testing, 3) individual student reports, 4) cohort program reports, 5) remediation plan development and resources for the student, and 6) test construction that parallels the curriculum plan sequencing. Elsevier was unanimously selected based on the criteria the faculty believed would provide data for assessment and evaluation of our curricular process and student readiness for their licensure exam.

Elsevier has been used for longitudinal testing since it was first approved by the Board of Trustees in November of 2012. The data collected from the 2015-2016 cohort provided important information for the program and was included in the accreditation report submitted to Accreditation Commission for Education in

Nursing (ACEN) prior to the accreditation visit in 2016. Current data gathered from 2015-2017 was included in the ACEN Follow – Up Report that was submitted in the Fall of 2017.

In the fall of 2016, the nursing faculty evaluated the data (longitudinal and exit exams) from previous years and made the decision to implement policies for the program based on evidence-based research on standardized HESI exams. This research states that students who score 850 or higher on these exams throughout the program, and particularly on the exit HESI exam, have a strong chance of success on NCLEX (Harding, 2010; Lewis, 2008, Daley et al, 2008, Nibert et al, 2005). Exam policies for longitudinal testing are now part of the points that students may earn in courses throughout the curriculum. This has an added benefit, in that students see the value of these exams as a predictor of their success on NCLEX.

In addition, in preparation for their end course and exit exams, students utilize the HESI Case Studies, which are included in the Elsevier package product. HESI also has RN practice tests. These tests help the student to start preparing for NCLEX by allowing the student to assess his or her knowledge and concepts learned. They are formatted to help develop and evaluate students' critical thinking skills. The RN practice tests have multiple choice and alternate item format questions, similar to the RN licensure exam. The tests provide each student with an unlimited amount of practice attempts. They also include correct answers and rationales for each question.

Like many nursing programs throughout the State of Illinois, the nursing program has had concerns with NCLEX pass rates in recent years. The ADN program NCLEX pass rates are trending upwards (pass rate for December, 2017 graduates is 95%). The faculty believe that utilization of the Elsevier testing products has contributed greatly to student success; we are not currently in a position to pursue different vendors until the NCLEX pass rates have stabilized for at least two years.

As indicated on the Anticipated ELSEVIER Longitudinal Testing Expenses – FY19 summary attached, the cost per student has increased in the amount of \$327. This increased cost is due to the reinstatement of the **RN Live Review Course**, a three-day on-site seminar led by an expert nurse educator. The HESI Live Review course is based on Elsevier Nursing content and covers topic areas aligned with the most current NCLEX-RN exam. The faculty believe that utilization of the RN Live Review course is a significant contributor to NCLEX – RN licensing examination pass rates. This expense has been added as a course fee.

Budget Status

<u>GL Account</u>	<u>FY2018</u>	<u>FY2019 - Proposed</u>		
	<u>YTD Spend</u>	<u>Annual Budget</u>	<u>YTD Spend</u>	<u>Available Balance</u>
01-10-00225-5308001 <i>Nursing ADN : Instructional Service Contr</i>	\$ 49,358	\$ 117,985	\$ -	\$ 117,985
			FY2019 Request	\$ 67,413

**FY2019 Budget not yet adopted. YTD Spend as of 06/05/2018.*

This purchase complies with State Statute, Board Policy and Administrative Procedures. 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 bidding under Illinois Public Community College Act, 110 ILCS 805/3-27.1 (f).

5. RECOMMENDATION

That the Board of Trustees approve the agreement for FY19 testing services for the A.D.N. students in five cohorts provided by Elsevier, Inc. P.O. Box 9555 New York, NY 10087-9555 in the amount not to exceed \$67,412.50.

Staff Contact: M. Ahmad Chaudhry, Ph.D., Dean, Biology and Health Sciences

BOARD APPROVAL

SIGNATURE PAGE

Testing services for Associate Degree Nursing (A.D.N.) students

ITEM(S) ON REQUEST

That the Board of Trustees approve the agreement for FY19 testing services for the A.D.N. students in five cohorts provided by Elsevier, Inc. P.O. Box 9555 New York, NY 10087-9555 in the amount not to exceed \$67,412.50.

Board Chairman

Date

Board Secretary

Date

Associate Degree Nursing Program

Anticipated ELSEVIER Longitudinal Testing Expenses – FY 2019

A.D.N. Cohort Start Date	Graduation Date	Invoice Date	Amount	Total cost per student:
Spring/Jan 2017	Fall/December 2018	10/01/18	\$6,002.50	\$343 x 70 students = \$24,010 4 payments of \$6,002.50
Fall/August 2017	Spring/May 2019	10/01/18	\$6,506.25	\$347 x 75 students = \$26,025 4 payments of \$6,506.25
		3/01/2018	\$6,506.25	
Spring/Jan 2018	Fall/December 2019	10/01/2018	\$6,506.25	\$347 x 75 students = \$26,025 4 payments of \$6,506.25
		3/01/2019	\$6,506.25	
Fall/August 2018	Spring/May 2020	08/15/18	11,795.00	\$674 x 70 students = \$47,180 4 payments of \$11,795.00 (increase due to the addition of the live review)
		3/01/2019	11,795.00	
Spring/Jan 2019	Fall/December 2020	12/20/2018	11,795.00	\$674 x 70 students = \$47,180 4 payments of \$11,795.00 (increase due to the addition of the live review)
		Total FY 2019	\$67,412.50	



Testing Package T2911395
REVISED 6/27/2016

ORDER NO: _____

63014 Richmond Rd - Suite 650
Houston, TX 77061

Testing Package Date 6/17/2016

Testing Package Quote Valid Until 6/25/2016

Customer Service 800-950-2725
Fax order to Houston 713-346-6975

Elsevier Sales Rep: Erin Ohman
Elsevier Phone: 630-666-7900

Account Name: College of DuPage
Primary Contact: Dilys Gallyot
Phone: 630-942-3238
Ship to Street: 425 Fawell Blvd
Ship to City: Glen Ellyn
Ship to State/Zip: IL 601376599

Access Code Recipient: Dilys Gallyot
Access Code Email: gallyot@cod.edu
Access Code Phone: 630-942-3238
Alt Access Code Recipient: Sherry Machacek
Alt Access Code Email: machacek@cod.edu
Alt Access Code Phone: 630-942-3725

IT contact is used to test the secure browser.

Special Instructions:

IT Contact: Sherry Machacek
IT Email: machacek@cod.edu
IT Phone: 630-942-3725
Summary Report Recipient: Dilys Gallyot
Report Email: gallyot@cod.edu
Evolve Course Recipient: Dilys Gallyot

Begin: Spr 2017 Graduating: Fall 2018 12/1/2018

Cohort 70

T2911395 ADN Traditional 70 Grad Dec 2018

Format	Program Type	Billing	Invoice Timing	Paid By	Total Student Cost	Terms
iNet	ADN	Program	4	Institution	\$343.00	30 Days

CCP College of DuPage RN Custom Testing Package

Exams						
CSBHA (-V2)	RN Specialty Health Assessment (V1 & V2)	Term	1	Test	02/01/2017	Test
CSBPH	RN Specialty Pathophysiology	Term	1	Test	02/01/2017	Test
CSBFLN (-V2)	RN Specialty Fundamentals of Nursing (V1 & V2)	Term	2	Exam	10/01/2017	Test
CSBMAAT (-V2)	RN Specialty Maternity Nursing (V1 & V2)	Term	2	Exam	10/01/2017	Test
CSBMS (-V2)	RN Specialty Medical-Surgical Nursing (V1 & V2)	Term	3	Test	03/01/2018	Test
CSBPHARM (+V)	RN Specialty Pharmacology (V1 & V2)	Term	3	Test	03/01/2018	Test
CSBPPSY (+V2)	RN Specialty Psychiatric/Mental Health Nursing (V1 & V2)	Term	3	Test	03/01/2018	Test
BRXIT (-V2)	RN Exit (V1 & V2)	Term	4	Test	10/01/2018	Test
Evolve Products						
CPYCS	RN Practice Test and Case Studies ISBN 9781453727377	Term	1	Test	12/01/2016	Test



**Testing Package T2726379
REVISED 6/28/2017**

ORDER NO: _____

11011 Richmond Rd - Suite 400
Houston, TX 77042

Testing Package Date: 6/28/2017

Customer Service 800-950-2728
Fax order to Houston 713-346-6975

Testing Package Quota Valid Until 9/26/2017

Elsevier Sales Rep: Erin Ohman
Elsevier Phone: 630-666-7900

Account Name: College of Dupage
Primary Contact: Larinda Dixon
Phone: 630-942-3235
Ship to Street: 425 Fawell Blvd
Ship to City: Glen Ellyn
Ship to State/Zip: IL 60137-6599

Access Code Recipient: Larinda Dixon
Access Code Email: dxonl@cod.edu
Access Code Phone: 630-942-3238
Alt Access Code Recipient: Sherry Machacek
Alt Access Code Email: machacek@cod.edu
Alt Access Code Phone: 630-942-3725

IT contact is used to test the secure browser

Special Instructions:

IT Contact: Sherry Machacek
IT Email: machacek@cod.edu
IT Phone: 630-942-3725
Summary Report Recipient: Larinda Dixon
Report Email: dxonl@cod.edu
Evolve Course Recipient: Larinda Dixon

Begin: Fall 2017 Graduating: Spr 2019 **5/1/2019**

Cohort 75

T2726379 ADN Traditional 75 Grad May 2019

Format	Program Type	Billing	Invoice Timing	Paid By	Total Student Cost	Terms
INet	ADN	Program	#	Institution	\$347.00	30 Days

INSTALLMENT PAYMENT PLAN BILLING DATES - Any increase in Cohort after billing starts will be prorated

Invoicing Period	1st Invoice	2nd Billing	3rd Billing	4th Billing				
Invoice Date	8/1/2017	3/1/2018	10/1/2018	3/1/2019				
Per Student Per Invoice	\$86.75	\$86.75	\$86.75	\$86.75				
Last Day to Change Cohort	7/31/2017	2/28/2018	9/30/2018	2/28/2019				
Credit Request Deadline	10/30/2017	9/30/2018	12/30/2018	5/30/2019				
Order Total	\$6,506.25	\$6,506.25	\$6,506.25	\$6,506.25	\$0.00	\$0.00	\$0.00	\$0.00

Approval Signature: _____

Per Student Testing \$347.00
Order Total \$26,025.00

The above outlines the financial commitment to your testing program. Signing the testing package indicates that you understand the billing related to the testing and review products. No Deliveries will be made until this signed Package is Faxed to Houston, AZ or Review books are to be paid in the 1st billing. All Billing Dates are nullified if deliveries are requested earlier. For more details please refer to Testing Package Credit Request Information on the HESI Faculty Access page. Sales Tax is not included in this quote.

Item 7mm
June 21, 2018



Testing Package T2726379
REVISED 6/28/2017

ORDER NO: _____

11011 Richmond Rd - Suite 150
Houston, TX 77043

Testing Package Date 6/28/2017

Customer Service 800-950-2728
Fax order to Houston 713-346-6975

Testing Package Quote Valid Until 9/28/2017

Elsevier Sales Rep: **Erin Ohman**
Elsevier Phone: **630-666-7900**

Account Name: College of Dupage
Primary Contact: Larinda Dixon
Phone: 630-942-3238
Ship to Street: 425 Fawell Blvd
Ship to City: Glen Ellyn
Ship to State/Zip: IL 60137-6599

Access Code Recipient: Larinda Dixon
Access Code Email: ldixon@cod.edu
Access Code Phone: 630-942-3238
Alt Access Code Recipient: Sherry Machacek
Alt Access Code Email: machacek@cod.edu
Alt Access Code Phone: 630-942-3725

IT contact is used to test the secure browser

Special Instructions:

IT Contact: Sherry Machacek
IT Email: machacek@cod.edu
IT Phone: 630-942-3725
Summary Report Recipient: Larinda Dixon
Report Email: ldixon@cod.edu
Evolve Course Recipient: Larinda Dixon

Begin: Fall 2017 Graduating: Spr 2019 **6/1/2019**

Cohort 75

T2726379_ADN_Traditional_75_Grad_May 2019

Format	Program Type	Billing	Invoice Timing	Paid By	Total Student Cost	Terms
Net	ADN	Program	4	Institution	\$347.00	30 Days

CCP College of Dupage RN Custom Testing Package

Exams						
CSPFLN (+V2)	RN Specialty Fundamentals of Nursing (V1 & V2)	NU1120	Term 1	Test1	12/01/2017	Test2: 01/01/2018
CSPHA (+V2)	RN Specialty Health Assessment (V1 & V2)	NU1140	Term 1	Test1	12/01/2017	Test2: 01/01/2018
CSPMAT (+V2)	RN Specialty Maternity Nursing (V1 & V2)	NU1230	Term 1	Test1	12/01/2017	Test2: 01/01/2018
CSPPATH	RN Specialty Pathophysiology	NU1150	Term 1	Test1	12/01/2017	Test2:
CSPMG (+V2)	RN Specialty Medical-Surgical Nursing (V1 & V2)	NU2120	Term 3	Test1	12/01/2018	Test2: 01/01/2019
CSPPHARM (+V)	RN Specialty Pharmacology (V1 & V2)	NU2160	Term 3	Test1	12/01/2018	Test2: 01/01/2019
CSPPSY (+V2)	RN Specialty Psychiatric/Mental Health Nursing (V1 & V2)	NU2130	Term 3	Test1	12/01/2018	Test2: 01/01/2019
CEKIT (+V2)	RN Exit (V1 & V2)		Term 4	Test1	06/01/2019	Test2: 05/01/2019
Evolve Products						
CPTCS	RN Practice Test and Case Studies ISBN 0781455727377		Term 1	Test1	08/01/2017	Test2:



Testing Package T2913860

11011 Richmond Rd - Suite 430
 Houston, TX 77042

ORDER NO: _____

Testing Package Date: 6/28/2017

Testing Package Quote Valid Until 9/26/2017

Customer Service 800-950-2728
Fax order to Houston 713-346-6975

Elsevier Sales Rep: **Erin Ohman**
 Elsevier Phone: **630-666-7900**

Account Name: College of DuPage
 Primary Contact: Larinda Dixon
 Phone: 630 942 3363
 Ship to Street: 425 Fawell Blvd
 Ship to City: Glen Ellyn
 Ship to State/Zip: IL 601376889

Access Code Recipient: Larinda Dixon
 Access Code Email: dixonl@cod.edu
 Access Code Phone: 630 942 3363
 Alt Access Code Recipient: Sherry Machacek
 Alt Access Code Email: machacek@cod.edu
 Alt Access Code Phone: 630-942-3725

IT contact is used to test the secure browser

Special Instructions:

IT Contact: Sherry Machacek
 IT Email: machacek@cod.edu
 IT Phone: 630-942-3725
 Summary Report Recipient: Larinda Dixon
 Report Email: dixonl@cod.edu
 Evolve Course Recipient: Larinda Dixon

Begin: 5/9/2018 Graduating: Fall 2019 **12/1/2019**

Cohort 75

T2913860_ADN_Traditional_75_Grad_Dec 2019

Format	Program Type	Billing	Invoice Timing	Paid By	Total Student Cost	Terms
INet	ADN	Program	4	Institution	\$347.00	30 Days

INSTALLMENT PAYMENT PLAN BILLING DATES - Any increase in Cohort after billing starts will be prorated

Invoicing Period	1st Invoice	2nd Billing	3rd Billing	4th Billing			
Invoice Date	12/20/2017	10/1/2018	3/1/2019	10/1/2019			
Per Student Per Invoice	\$90.75	\$85.75	\$80.75	\$80.75			
Last Day to Change Cohort	12/19/2017	9/30/2018	2/28/2019	9/30/2019			
Credit Request Deadline	3/20/2018	12/30/2018	5/30/2019	12/30/2019			
Order Total	\$6,906.25	\$6,906.25	\$6,906.25	\$6,906.25	\$0.00	-\$0.00	\$0.00

Approval Signature: _____

Per Student Testing: **\$347.00**
 Order Total: **\$26,025.00**

The above outlines the financial commitment to your testing program. Signing the testing package indicates that you understand the billing related to the testing and review products. No Deliveries will be made until this signed Package is Faxed to Houston. A2 or Review books are to be paid in the 1st billing. All billing dates are nullified if deliveries are requested earlier. For more details please refer to Testing Package Credit Request information on the HESI Faculty Access page. Sales Tax is not included in this quote.



11011 Richmond Rd - Suite 350
Houston, TX 77042

Testing Package T2913860

ORDER NO: _____

Testing Package Date 6/28/2017

Testing Package Quote Valid Until 8/26/2017

Customer Service 800-950-2728
Fax order to Houston 713-346-6975

Elsevier Sales Rep: Erin Ohman
Elsevier Phone: 630-666-7900

Account Name: College of DuPage
Primary Contact: Larinda Dixon
Phone: 630-942-3363
Ship to Street: 425 Fawell Blvd
Ship to City: Glen Ellyn
Ship to State/Zip: IL 601376599

Access Code Recipient: Larinda Dixon
Access Code Email: ldixon@cod.edu
Access Code Phone: 630-942-3363
Alt Access Code Recipient: Sherry Machacek
Alt Access Code Email: machacek@cod.edu
Alt Access Code Phone: 630-942-3725

IT contact is used to test the secure browser

Special Instructions:

IT Contact: Sherry Machacek
IT Email: machacek@cod.edu
IT Phone: 630-942-3725
Summary Report Recipient: Larinda Dixon
Report Email: ldixon@cod.edu
Evolve Course Recipient: Larinda Dixon

Begin: Spr 2018 Graduating: Fall 2019 12/1/2019

Cohort 75

T2913860 ADN Traditional 75 Grad Dec 2019

Format	Program Type	Billing	Invoice Timing	Paid By	Total Student Cost	Terms
Inst	ADN	Program	4	Institution	5347.00	30 Days

CCP: College of DuPage RN Custom Testing Package P17

Exams

CSPHA (-V2*)	RN Specialty Health Assessment (V1 & V2*)	Term: 1	Test1: 03/01/2018	Test2: 03/01/2018
CSPPATH	RN Specialty Pathophysiology	Term: 1	Test1: 03/01/2018	Test2:
CSPFN (-V2*)	RN Specialty Fundamentals of Nursing (V1 & V2*)	Term: 2	Test1: 10/01/2018	Test2: 10/01/2018
CSPMAT (-V2*)	RN Specialty Maternity Nursing (V1 & V2*)	Term: 3	Test1: 10/01/2018	Test2: 10/01/2018
CSPMS (-V2*)	RN Specialty Medical-Surgical Nursing (V1 & V2*)	Term: 3	Test1: 03/01/2019	Test2: 03/01/2019
CSPPHARM (-V)	RN Specialty Pharmacology (V1 & V2*)	Term: 3	Test1: 03/01/2019	Test2: 03/01/2019
CSPPSY (-V2*)	RN Specialty Psychiatric/Mental Health Nursing (V1 & V2*)	Term: 3	Test1: 03/01/2019	Test2: 03/01/2019
DEXIT (-V2*)	RN Exit (V1 & V2*)	Term: 4	Test1: 10/01/2019	Test2: 11/01/2019

Evolve Products

CPTCE	RN Practice Test and Case Studies ISBN 9781455727377	Term: 1	Test1: 12/20/2017	Test2:
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13051 Richmond Rd - Suite 450
Houston, TN 37042

Testing Package T3324936

ORDER NO: _____

Testing Package Date 5/31/2018

Testing Package Quote Valid Until 8/29/2018

Customer Service 800-950-2728
Fax order to Houston 713-346-6975

Elsevier Sales Rep: Erlin Ohman
Elsevier Phone: 630-666-7900

Account Name: College of Dupage
Primary Contact: Larinda Dixon
Phone: 630-942-3238
Ship to Street: 425 Fawell Blvd
Ship to City: Glen Ellyn
Ship to State/Zip: IL 60137-6599

Access Code Recipient: Larinda Dixon
Access Code Email: dixonl@cod.edu
Access Code Phone: 630-942-3238
Alt Access Code Recipient: Sherry Machacek
Alt Access Code Email: machacek@cod.edu
Alt Access Code Phone: 630-942-3725

IT contact is used to test the secure browser

Special Instructions:

IT Contact: Sherry Machacek
IT Email: machacek@cod.edu
IT Phone: 630-942-3725
Summary Report Recipient: Larinda Dixon
Report Email: dixonl@cod.edu
Evolve Course Recipient: Larinda Dixon

Begin: Fall 2018 Graduating: Spr 2020 5/1/2020 Cohort 70

T3324936 ADN Traditional 70 Grad May 2020

Format	Program Type	Billing	Invoice Timing	Paid By	Total Student Cost	Terms
Net	ADN	Program	A	Institution	\$674.00	30 Days

INSTALLMENT PAYMENT PLAN BILLING DATES - Any increase in Cohort after billing starts will be prorated

Invoicing Period	1st Invoice	2nd Billing	3rd Billing	4th Billing				
Invoice Date	8/15/2018	3/1/2019	10/1/2019	3/1/2020				
Per Student Per Invoice	\$168.50	\$168.50	\$168.50	\$168.50				
Last Day to Change Cohort	8/14/2018	2/28/2019	9/30/2019	2/28/2020				
Credit Request Deadline	11/13/2018	5/30/2019	12/30/2019	5/30/2020				
Order Total	\$11,795.00	\$11,795.00	\$11,795.00	\$11,795.00	\$0.00	\$0.00	\$0.00	\$0.00

Approval Signature:

Per Student Testing \$674.00
Order Total \$47,180.00

The above outlines the financial commitment to your testing program. Signing the testing package indicates that you understand the billing related to the testing and review products. No deliveries will be made until this signed package is faxed to Houston. A2 or Review books are to be paid in the 1st billing. All billing dates are nullified if deliveries are requested earlier. For more details please refer to Testing Package Credit Request information on the HESI Faculty Access page. Sales Tax is not included in this quote.



11011 Richmond Rd - Suite 450
Houston, TX 77042

Testing Package T3324936

ORDER NO: _____

Testing Package Date 5/31/2018

Testing Package Quote Valid Until 8/29/2018

Customer Service 800-950-2728
Fax order to Houston 713-346-6975

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Elsevier Phone: 630-666-7900

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Ship to Street: 425 Fawell Blvd
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Report Email: dixonl@cod.edu
Evolve Course Recipient: Larinda Dixon

Begin: Fall 2018 Graduating: Spr 2020 **5/1/2020** Cohort **70**

T3324936 ADN Traditional 70 Grad May 2020

Format	Program Type	Billing	Invoice Timing	Paid By	Total Student Cost	Terms
iNet	ADN	Program	4	Institution	\$674.00	30 Days

CCP College of Dupage RN Custom Testing Package P18

Exams						
CSPPATH	RN Specialty Pathophysiology	NU1150	Term 1	Test1	12/01/2018	Test2:
CSPMAT (+V2)	RN Specialty Maternity Nursing (V1 & V2)	NU1230	Term 1	Test1	12/01/2018	Test2: 01/01/2019
CSPHA (+V2)	RN Specialty Health Assessment (V1 & V2)	NU1140	Term 1	Test1	12/01/2018	Test2: 01/01/2019
CSPFUN (+V2)	RN Specialty Fundamentals of Nursing (V1 & V2)	NU1220	Term 1	Test1	12/01/2018	Test2: 01/01/2019
CSPSY (+V2)	RN Specialty Psychiatric/Mental Health Nursing (V1 & V2)	NU2130	Term 3	Test1	12/01/2019	Test2: 01/01/2020
CSPPHARM (+V)	RN Specialty Pharmacology (V1 & V2)	NU2160	Term 3	Test1	12/01/2019	Test2: 01/01/2020
CSPMS (+V2)	RN Specialty Medical-Surgical Nursing (V1 & V2)	NU2120	Term 3	Test1	12/01/2019	Test2: 01/01/2020
CEXIT (+V2)	RN Exit (V1 & V2)		Term 4	Test1	04/01/2020	Test2: 04/20/2020

Evolve Products						
CRYCS	RN Practice Test and Case Studies ISBN 9781455727377		Term 1	Test1	09/15/2018	Test2:
RN Live Review - Dates are subject to availability						
RNREV3	RN Live Review Course 3 Day Seminar (MINIMUM COHORT 20)		Term 4	Test1	05/30/2019	Test2:

Item 7mm
June 21, 2018



Testing Package T3324932

ORDER NO: _____

11011 Richmond Rd - Suite 450
 Houston, TX 77042

Testing Package Date 5/31/2018

Testing Package Quote Valid Until 8/29/2018

Customer Service 800-950-2728
Fax order to Houston 713-346-6975

Elsevier Sales Rep: Erin Ohman
 Elsevier Phone: 630-666-7900

Account Name: College of DuPage
 Primary Contact: Larinda Dixon
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 Ship to City: Glen Ellyn
 Ship to State/Zip: IL 60137-6599

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 Report Email: dixonl@cod.edu
 Evolve Course Recipient: Larinda Dixon

Begin: 5/2018 Graduating: Fall 2020 **12/1/2020** Cohort **70**

T3324932_ADM_Traditional_70_Grad_Dec 2020

Format	Program Type	Billing	Invoice Timing	Paid By	Total Student Cost	Terms
iNet	ADM	Program	4	Institution	\$674.00	30 Days

INSTALLMENT PAYMENT PLAN BILLING DATES - Any increase in Cohort after billing starts will be prorated

Invoicing Period	1st Invoice	2nd Billing	3rd Billing	4th Billing				
Invoice Date	12/20/2018	10/1/2019	3/1/2020	10/1/2020				
Per Student Per Invoice	\$168.50	\$168.50	\$168.50	\$168.50				
Last Day to Change Cohort	12/19/2018	9/30/2019	2/29/2020	9/30/2020				
Credit Request Deadline	3/20/2019	12/30/2019	5/30/2020	12/30/2020				
Order Total	\$11,795.00	\$11,795.00	\$11,795.00	\$11,795.00	\$0.00	\$0.00	\$0.00	\$0.00

Approval Signature:

Per Student Testing \$674.00
 Order Total \$47,180.00

The above outlines the financial commitment to your testing program. Signing the testing package indicates that you understand the billing related to the testing and review products. No deliveries will be made until this signed package is faxed to Houston. A2 or Review books are to be paid in the 1st billing. All billing dates are nullified if deliveries are requested earlier. For more details please refer to Testing Package Credit Request information on the HESI Faculty Access page. Sales Tax is not included in this quote.



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Houston, TX 77042

Testing Package T3324932

ORDER NO: _____

Testing Package Date 5/31/2018

Customer Service 800-950-2728
Fax order to Houston 713-346-6975

Testing Package Quote Valid Until 8/29/2018

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Summary Report Recipient: Larinda Dixon
Report Email: dixonl@cod.edu
Evolve Course Recipient: Larinda Dixon

Begin: Spr 2018 Graduating: Fall 2020 **12/1/2020** Cohort **70**

T3324932 ADN Traditional 70 Grad Dec 2020

Format	Program Type	Billing	Invoice Timing	Paid By	Total Student Cost	Terms
INet	ADN	Program	A	Institution	\$674.00	30 Days

CCP **College of Dupage RN Custom Testing Package** P18

Exams

Course	Specialty	Term	Test 1	Test 2
OSPPATH	RN Specialty Pathophysiology	Term 1	Test1: 03/01/2019	Test2:
OSPHA (+V2)	RN Specialty Health Assessment (V1 & V2)	Term 1	Test1: 03/01/2019	Test2: 03/01/2019
OSPMAT (+V2)	RN Specialty Maternity Nursing (V1 & V2)	Term 2	Test1: 10/01/2019	Test2: 10/01/2019
OSPFUN (+V2)	RN Specialty Fundamentals of Nursing (V1 & V2)	Term 2	Test1: 10/01/2019	Test2: 10/01/2019
OSPPSY (+V2)	RN Specialty Psychiatric/Mental Health Nursing (V1 & V2)	Term 3	Test1: 03/01/2020	Test2: 03/01/2020
OSPPHARM (+V)	RN Specialty Pharmacology (V1 & V2)	Term 3	Test1: 03/01/2020	Test2: 03/01/2020
OSPPMS (+V2)	RN Specialty Medical-Surgical Nursing (V1 & V2)	Term 3	Test1: 03/01/2020	Test2: 03/01/2020
CEXIT (+V2)	RN Exit (V1 & V2)	Term 4	Test1: 10/01/2020	Test2: 11/01/2020

Evolve Products

Course	Product	Term	Test 1	Test 2
CPTCS	RN Practice Test and Case Studies ISBN 9781455727377	Term 1	Test1: 12/01/2019	Test2:
RN Live Review - Dates are subject to availability				
RHREV3	RN Live Review Course 3 Day Seminar (MINIMUM COHORT 20)	Term 4	Test1: 11/01/2020	Test2:



COLLEGE OF DuPAGE
REGULAR BOARD MEETING

BOARD APPROVAL

1. **SUBJECT**

Architectural Services for the Beem Building Renovation Project

2. **REASON FOR CONSIDERATION**

Construction contracts that exceed the statutory limit of \$50,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

The College requires professional architectural and engineering services to create designs, construction documents, and provide construction administration services for the renovation of the Beem building (formerly the Early Childhood Center). This project will convert Early Childhood Education and Care Program and daycare spaces into space for administrative uses. The building requires significant interior demolition and renovation to allow for re-purposing as an administrative building. This re-utilization of space will free-up space in the Berg Instructional Center (BIC) to allow spaces to be created for the Pathways Program.

The College solicited proposals from three (3) architectural firms with whom the College has had successful previous relationships. The total proposals submitted by the firms are as follows:

Design Firm	Base Design Fee	Reimbursable Allowance	Total Cost
Legat	\$280,616	\$3,400	\$284,016
Bailey Edward	\$307,835	\$4,000	\$311,835
Perkins+Will	\$381,900	\$7,500	\$389,400

Legat Architects is being recommended for this project because of their previous experience with this type of work, and their extensive experience with higher education projects. The College has had a successful relationship with Legat Architects from prior work performed at the College.

In accordance with their fee proposal, they will provide all necessary architectural, mechanical, fire protection, electrical, and LEED Certification Services for a fixed fee of \$280,616.00 and not to exceed reimbursable expenditures of \$3,400.00.

Budget Status

<u>GL Account</u>	<u>FY2018</u>	<u>FY2019 - Proposed</u>		
	<u>YTD Spend</u>	<u>Annual Budget</u>	<u>YTD Spend</u>	<u>Available Balance</u>
03-90-39033-5303001 <i>Beem Building: Architectural Services</i>	\$ -	\$ 437,400	\$ -	\$ 437,400
			FY2019 Request	<u>\$ 284,016</u>

**FY2019 Budget not yet adopted. YTD Spend as of 06/05/2018.*

This purchase supports Goal #8 Infrastructure of the Strategic Long Range Plan: Maintaining, improving and developing structures, systems, and facilities necessary for the delivery of high quality education and meaningful cultural events.

This request complies with State Statues, Board Policy and Administrative Procedures. The Local Government Professional Services Selection Act (50 ILCS 510) stipulates that the selection of architects, engineers and land surveyors should be made based on a Qualifications-Based Selection process, unless the political subdivision has a satisfactory relationship for such services with one or more firms.

4. RECOMMENDATION

That the Board of Trustees authorizes the College Administration to enter into a contract for architectural, engineering and construction administration services for the Beem Building Renovation with Legat Architects Inc., 2015 Spring Road, Suite 175, Oak Brook, IL 60523 in an amount not to exceed \$284,016.00.

Staff Contact: Bruce Schmiedl, Director of Facilities Planning & Development

SIGNATURE PAGE FOR

Architectural Services for the Beem Building Renovation Project

ITEM(S) ON REQUEST

That the Board of Trustees authorizes the College Administration to enter into a contract for architectural, engineering and construction administration services for the Beem Building Renovation with Legat Architects Inc., 2015 Spring Road, Suite 175, Oak Brook, IL 60523 in an amount not to exceed \$284,016.00.

Board Chair

Date

Board Secretary

Date



**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Property, General Liability, Student Malpractice, Directors and Officers, Worker's Compensation, Athletic Accident Coverage and Athletic Catastrophic Insurance Renewal

2. **REASON FOR CONSIDERATION**

Contracts exceeding the statutory limit of \$25,000.00 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

College of DuPage has been a member of the Illinois Community College Risk Management Consortium (ICCRMC) since 1981. The Consortium was formed for the cooperative purchase of property, liability, workers' compensation and other insurance coverage on a self-insurance basis. The current members of ICCRMC include: College of DuPage, Harper College, John Wood Community College, Lincoln Land College, Moraine Valley Community College, Morton College, Oakton Community College, Prairie State Community College, Blackhawk College, Triton College, Waubensee Community College, McHenry County College, Sauk Valley College and Rock Valley College.

ICCRMC self-insures a substantial amount of the risk of its members and purchases reinsurance to protect from catastrophic losses. ICCRMC periodically secures competing reinsurance proposals from other companies providing reinsurance to higher education insurance consortiums.

As detailed in the table below, the premiums for the College's various insurance coverage for FY2018, less dividends (these are received due to our share of savings based on actual claims) and adjustments for Workers' Compensation Payroll Audit, is \$1,456,698.00.

Item 700
June, 21 2018

Description	FY2018	FY2019	Increase (Decrease)
Property	\$ 335,669	\$ 347,410	\$ 11,741
Liability	194,215	207,059	12,844
Student Malpractice	42,141	39,131	(3,010)
Directors & Officers	187,928	222,551	34,623
Workers Compensation	671,419	650,726	(20,693)
Athletic Accident Coverage	89,829	89,829	-
Athletic Catastrophic	20,758	20,758	-
Cyber Affected Person Limit	-	1,400	1,400
Treasurer's Bonds ¹	-	78,365	78,365
Subtotal	1,541,959	1,657,229	115,270
Dividend	(189,609)	(165,810)	23,799
16/17 Payroll Audit	(36,821)	(34,721)	2,100
Premium Total for FY2018	\$ 1,315,529	\$ 1,456,698	\$ 141,169

¹Treasurer's Bonds included in ICCRMC payment beginning in FY2019.

BUDGET STATUS

GL Account	FY2018	FY2019 - Proposed			Current Request
	YTD Spend	Annual Budget	YTD Spend	Available Balance	
01-30-12031-5605001	\$ 110,587	\$ 142,823	\$ -	\$ 142,823	\$ 110,587
<i>Athletics S.A. : General Insurance Exps</i>					
01-90-00833-5605001	199,541	341,451	-	341,451	341,447
<i>General Institutional - Ed : General Insurance Exps</i>					
01-90-00835-5202001	545,194	595,492	-	595,492	450,195
<i>Fringe Benefit Unallocated : Workers Compensation Ins</i>					
02-90-00837-5605001	196,863	207,067	-	207,067	207,059
<i>General Institutional - O&M : General Insurance Exps</i>					
02-90-00837-5607001	268,165	347,410	-	347,410	347,410
<i>General Institutional - O&M : Property and Casualty Insur</i>					
Subtotals	\$ 1,320,350	\$ 1,634,243	\$ -	\$ 1,634,243	\$ 1,456,698
				FY2019 Request	<u>\$ 1,456,698</u>

*FY2019 Budget not yet adopted. YTD Spend as of 06/05/2018.

This contract supports Goal #7 Financial Stewardship of the Strategic Long Term Plan: Careful and responsible management of the resources entrusted to its care.

This purchase complies with State Statute, Board Policy and Administrative Procedures. Joint purchases by governmental units are authorized in the Illinois Public Community College Act 110 ILCS 805/3-27.2. College of DuPage Board Policy 10-60 and Administrative Procedure 10-60 authorizes purchases from governmental contracts or cooperative/consortium agreements that have been competitively solicited by the contracting agency and fully meet the requirements of Illinois law, in lieu of competitive bidding.

4. **RECOMMENDATION**

That the Board of Trustees approves the payment of premiums for the College for FY2019 Property, General Liability, Student Malpractice, Directors and Officers, Worker's Compensation, Athletic Accident Coverage and Athletic Catastrophic, Cyber insurance and Treasure's Bonds through the Illinois Community College Risk Management Consortium, for the period of July 1, 2018 through June 30, 2019, at a total premium cost of \$ 1,456,698.00

Staff Contact: Philip Gieschen, Coordinator / Risk Management

BOARD APPROVAL

SIGNATURE PAGE FOR

Property, General Liability, Student Malpractice, Directors and Officers, Worker's Compensation, Athletic Accident Coverage and Athletic Catastrophic Insurance Renewal

ITEM(S) ON REQUEST

That the Board of Trustees approves the payment of premiums for the College for FY2019 Property, General Liability, Student Malpractice, Directors and Officers, Worker's Compensation, Athletic Accident Coverage and Athletic Catastrophic, Cyber insurance and Treasure's Bonds through the Illinois Community College Risk Management Consortium, for the period of July 1, 2018 through June 30, 2019, at a total premium cost of \$ 1,456,698.00.

Board Chair

Date

Board Secretary

Date

Illinois Community College Risk Management
 c/o Nugent Consulting Group
 2409 Peachtree Lane
 IL 60062

Invoice

Date	Invoice #
7/1/2018	77

Bill To
College of DuPage Brian Caputo 425 22nd Street Glen Ellyn, IL 60137

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
	2018 ICCRMC Allocation - Property	347,410.00	347,410.00
	Liability	207,059.00	207,059.00
	Malpractice	39,131.00	39,131.00
	D&O	222,551.00	222,551.00
	WC	650,726.00	650,726.00
	2016 / 2017 Payroll Audit	-34,721.00	-34,721.00
	Athletic Accident - Primary	89,829.00	89,829.00
	Athletic Accident - Cat	20,758.00	20,758.00
	WC Dividend	-165,810.00	-165,810.00
	Cyber Affected Person Limit increase	1,400.00	1,400.00
	Treasurer's Bonds	78,365.00	78,365.00
		Total	\$1,456,698.00



COLLEGE OF DuPAGE
REGULAR BOARD MEETING

BOARD APPROVAL

1. **SUBJECT**

Temporary Staffing Services for College-wide Services

2. **REASON FOR CONSIDERATION**

Contract exceeding the statutory limit of \$25,000.00 must be approved by the Board of Trustees

3. **BACKGROUND INFORMATION**

Stivers Staffing Services provides temporary staff services for the College of DuPage. These services are needed to provide temporary supplemental staffing when a position is vacant, during vacation periods, extended illnesses, or to support special projects. The majority of the College's needs are in the area of administrative assistants.

The Stivers Staffing Services Agreement for the purchase of temporary services (clerical, financial, light industrial) was awarded pursuant to Request for Proposal, RFP# 2015-R0031, published on June 3, 2015. Thirteen firms requested proposal documents and three firms responded. Stivers Staffing Services received the highest evaluation score from the review committee, based on the established criteria. The Board of Trustees approved the Temporary Staffing Services Partnership Agreement with Stivers Staffing Services on July 30, 2015 for a base thirty-six (36) months with an option to renew once for an additional twelve (12) months. The current contract expires July 1, 2018.

The College seeks to exercise the one-year extension option with Stivers Staffing Services for temporary supplemental staffing services, in accordance with the terms and conditions of the contract and per the schedule of hourly rates listed below. The effective term of the extension option is August 1, 2018 to July 31, 2019.

Stivers Staffing Hourly Rates	Year 1	Year 2	Year 3	Year 4 (Extension)
Data Entry	\$14.95	\$14.95	\$15.20	\$15.45
Clerk Typist/Receptions	\$14.95	\$14.95	\$15.20	\$15.45
Exec/Administrative Assistant	\$17.70	\$17.70	\$17.95	\$18.20
Financial (Account Clerk)	\$17.75	\$17.75	\$18.00	\$18.25
Light Industrial	\$13.75	\$13.75	\$14.00	\$14.25

This contract supports Goal # 1: Accountability- Being transparent, answerable and responsible to all stakeholders of the Strategic Long Term Plan: 1.6 Ensure compliant and transparent processes that will promote stakeholder confidence and trust.

BUDGET STATUS

Not applicable as budget for temporary staffing services is within the existing labor budget lines through position vacancies.

This purchase complies with State Statute, Board Policy and Administrative Procedures.

4. **RECOMMENDATION**

That the Board of Trustees approve the one year contract extension option for temporary staffing services in accordance with the current agreement, from Stivers Staffing Services, 1250 E. Diehl Road, Naperville, IL 60563 for College wide use.

Staff Contacts: Mia Igyarto, Interim Vice President Human Resources

BOARD APPROVAL

SIGNATURE PAGE FOR

TEMPORARY STAFFING SERVICES FOR COLLEGE-WIDE SERVICES

ITEM(S) ON REQUEST

That the Board of Trustees approve the one year contract extension option for temporary staffing services in accordance with the current agreement, from Stivers Staffing Services, 1250 E. Diehl Road, Naperville, IL 60563 for College wide use.

Board Chair

Date

Board Secretary

Date



COLLEGE of DuPAGE
REGULAR BOARD MEETING

BOARD APPROVAL

1. SUBJECT

Approval of business and travel expenses for the period of July 1 – June 30, 2019 for Dr. Ann E. Rondeau, President.

2. REASON FOR CONSIDERATION

Pursuant to Dr. Rondeau's Employment Contract, the President will present to the Board for consideration a budget for "the proposed business expenses the President expects to incur in that fiscal year. The Board anticipates that such expenses for potential reimbursement may include...[r]easonable out-of-pocket expenses that the President incurs for travel and other activities undertaken by the President on behalf of the College; . . . to facilitate the performance of the President's job duties."

The Board's reimbursement of such expenses "will be subject to the President's monthly submission of appropriate expense reports and substantiating documentation, and reasonable review and approval by the Board Chair and/or the Board at a public meeting."

3. BACKGROUND INFORMATION

Dr. Rondeau has submitted a budget for proposed business expenses the President expects to incur during the period of July 1 – June 30, 2019. The Board is being asked to approve the proposed budget.

4. RECOMMENDATION

That the Board of Trustees authorizes proposed business expenses the President expects to incur during the period of July 1 – June 30, 2019. **Total \$35,640.**

SIGNATURE PAGE

**Approval of business and travel expenses for the period of
July 1 – June 30, 2019 for Dr. Ann E. Rondeau, President.**

ITEM(S) ON REQUEST

That the Board of Trustees authorizes proposed business expenses the President expects to incur during the period of July 1 – June 30, 2019. **Total \$35,640.**

Board Chair Date

Secretary Date

Dr. Ann E. Rondeau, President
College of DuPage
Business and Travel Expenses
July 1, 2018 – June 30, 2019

GL Account #	GL Description	Budgeted
01-80-00781-5501001	President's Office : Conference/Meeting Expenses - Local	\$ 2,400
01-80-00781-5502001	President's Office: Travel - In District/In State	\$ 5,700
01-80-00781-5502002	President's Office: Mileage- In District/In State	\$ 3,200
01-80-00781-5503001	President's Office: Travel - Out of State	\$ 22,500
01-80-00781-5705002	President's Office: Cell Phone Allowance	\$ 1,840
	TOTAL	\$ 35,640

*Reimbursement for allowable expenses must be accompanied by proper documentation.

Business Trip Budget
July 1, 2018 - June 30, 2019

Professional Development		
Source TBD		
Dates TBD		
	Total	Account #
Registration Fee	\$ 9,000	
Airfare	\$ 350	
Lodging	\$ 1,000	
Meals & Incidental Expenses	\$ 240	
Ground Transportation	\$ 310	
	\$ 10,900	01-80-00781-5503001
ICCCP Retreat		
TBD		
Fall 2018		
	Total	Account #
Registration Fee	\$ -	
Airfare	\$ -	
Lodging	\$ 300	
Meals & Incidental Expenses	\$ 102	
Ground Transportation	\$ 210	
	\$ 612	01-80-00781-5502001
ICCCP President's Forum & Council		
Central Illinois		
September 12 - 14, 2018		
	Total	Account #
Registration Fee	\$ -	
Airfare	\$ -	
Lodging	\$ 300	
Meals & Incidental Expenses	\$ 102	
Ground Transportation	\$ 210	
	\$ 612	01-80-00781-5502001
CHEA Board of Directors Meeting		
Washington, DC		
September 23 - 24, 2018		
	Total	Account #
Registration Fee	\$ -	
Airfare	\$ 350	
Lodging	\$ -	
Meals & Incidental Expenses	\$ 138	
Ground Transportation	\$ 310	
	\$ 798	01-80-00781-5503001

ACCT Community College Leadership Congress New York City, NY October 24 - 27, 2018		
	Total	Account #
Registration Fee	\$ 940	
Airfare	\$ 350	
Lodging	\$ 1,335	
Meals & Incidental Expenses	\$ 296	
Ground Transportation	\$ 385	
	\$ 3,306	01-80-00781-5503001

ICCCP President's Forum & Council/Joint Meeting Central Illinois January, 2019		
	Total	Account #
Registration Fee	\$ -	
Airfare	\$ -	
Lodging	\$ 300	
Meals & Incidental Expenses	\$ 102	
Ground Transportation	\$ 210	
	\$ 612	01-80-00781-5502001

CHEA Board of Directors Meeting/Annual Conference Washington, DC Jan. 28 - 31, 2019		
	Total	Account #
Registration Fee	\$ -	
Airfare	\$ 350	
Lodging	\$ -	
Meals & Incidental Expenses	\$ 138	
Ground Transportation	\$ 310	
	\$ 798	01-80-00781-5503001

ACCT Community College National Legislative Summit Washington, DC February 10-13, 2019		
	Total	Account #
Registration Fee	\$ 710	
Airfare	\$ 300	
Lodging	\$ -	
Meals & Incidental Expenses	\$ 276	
Ground Transportation	\$ 404	
	\$ 1,690	01-80-00781-5503001

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Washington, DC
Business Meetings
*AACC, Inside Higher Ed
February 14 – 15, 2019

	Total	Account #
Registration Fee	\$ -	
Airfare	\$ -	
Lodging	\$ -	
Meals & Incidental Expenses	\$ 138	
Ground Transportation	\$ 170	
	\$ 308	01-80-00781-5503001
ICCB, IBHE & Legislative Visits Springfield, IL March/April, 2019		
	Total	Account #
Registration Fee	\$ -	
Airfare	\$ -	
Lodging	\$ 600	
Meals & Incidental Expenses	\$ 153	
Taxi/Shuttle	\$ -	
Ground Transportation	\$ 280	
	\$ 1,033	01-80-00781-5502001
ICCCP President's Forum & Council/Lobby Day Springfield, IL April, 2019		
	Total	Account #
Registration Fee	\$ -	
Airfare	\$ -	
Lodging	\$ 300	
Meals & Incidental Expenses	\$ 102	
Ground Transportation	\$ 210	
	\$ 612	01-80-00781-5502001

Higher Learning Council Annual Conference Chicago, IL April 5 - 9, 2019		
	Total	Account #
Registration Fee	\$ 700	
Airfare	\$ -	
Lodging	\$ -	
Meals & Incidental Expenses	\$ -	
Ground Transportation	\$ 315	
	\$ 1,015	01-80-00781-5502001

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**American Association of Community
Colleges Annual Meeting
Orlando, FL
April 13 – 16, 2019**

	Total	Account #
Registration Fee	\$ 805	
Airfare	\$ 450	
Lodging	\$ 1,304	
Meals & Incidental Expenses	\$ 295	
Ground Transportation	\$ 310	
	\$ 3,164	01-80-00781-5503001

**CHEA Board of Directors Meeting
Washington, DC
April 28 - 29, 2019**

	Total	Account #
Registration Fee	\$ -	
Airfare	\$ 300	
Lodging	\$ -	
Meals & Incidental Expenses	\$ 138	
Ground Transportation	\$ 310	
	\$ 798	01-80-00781-5503001

**ICCCP President's Forum & Council
Central Illinois
June, 2019**

	Total	Account #
Registration Fee	\$ -	
Airfare	\$ -	
Lodging	\$ 300	
Meals & Incidental Expenses	\$ 102	
Ground Transportation	\$ 210	
	\$ 612	01-80-00781-5502001

Travel - In Dist / In State	\$ 5,108	01-80-00781-5502001
Travel - Out of State	\$ 21,762	01-80-00781-5503001
Total Cost	\$ 26,870	

SOURCE:

- Airfare based on current published Economy class ticket.
- Lodging rate based on recommended conference hotel.
- Meals and Incidental Expenses (M&IE) based on daily GSA Rate.
- Mileage calculated at College's current Mileage Reimbursement Rates of \$.545 per mile

Other Business Expenses
July 1, 2018 - June 30, 2019

GL Account #	GL Description	Budgeted	Comments
01-80-00781-5501001	President's Office: Conference/Meeting Exp- Local	\$ 2,400	\$200 per month Business Meals
01-80-00781-5502002	President's Office: Mileage In District / In State	\$ 3,200	Business Mileage \$150 average per month plus seven (7) local business trips @ \$200 per trip
01-80-00781-5705002	President's Office: Cell Phone Allowance	\$ 1,840	Average \$ 153.33 per month (includes data plan, line access fee and taxes)
	TOTAL:	\$ 7,440	



**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

MAC Touring Artist contracts for 2018-2019 Season

2. **REASON FOR CONSIDERATION**

Contracts exceeding the statutory limit of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

The McAninch Arts Center presents an annual touring season of National and International artists each year to fulfill the cultural mission of the College. Booking of artists by MAC administration is approved per College of DuPage Board Policy 10-95. The earlier that we can book and confirm artists, the better it is for our season.

The booking of talent is very competitive in the Chicago market, as there are several performing arts centers in the area such as: Paramount Theatre in Aurora, River's Edge Park, Joliet's Rialto Theater, Elgin Community College, North Central College, Skokie Center for the Arts, Genesee Theatre, City Winery, and dozens more. These performing arts centers compete and collaborate for available talent.

Curating and negotiating talent at booking conferences and through block booking with other presenters gets us the most competitive pricing possible. The MAC uses Celebrity Access and Pollstar to compare maximum gross potential of artists and to confirm and ensure competitive pricing of talent.

The following artist contracts are \$15,000 or more, which have been negotiated and includes negotiated offers that are pending confirmation for the 2018-2019 Season:

- Ballet Hispanico – Ballet Hispanico/IMG Artists, LLC – 05/11/19
- Capitol Steps – Capitol Steps Productions/Producers, Inc – 03/09/19 (2 shows)
- Colin Mochrie & Brad Sherwood – Mills Entertainment – 09/14/18
- Doo Wop Project – BiCoastal Productions, LLC – 12/07/18
- National Geographic Christina Mittermeier 05/05/19
- Presley, Perkins, Lewis & Cash: A Million Dollar Christmas – The Howard Pitch Entertainment Company, Inc – 12/21/18
- Piano Men – Harmony Artists, Inc/Meyer Entertainment Group – 08/03/18
- Pilobolus Shadowland – IMG Artists, LLC – 03/23/19
- Sinatra Forever starring Rick Michel – Laff Productions – 08/10/18
- Snake Oil – The Howard Pitch Entertainment Company/Snake Oil LLP – 10/27/18
- Take 6 – Agency for the Performing Arts/Take 6, Inc – 03/22/19
- Take Me To The River New Orleans LIVE – Northstar Artists/TMTTR 1 NOLA, LLC – 10/14/18
- The Texas Tenors – Chaplin Entertainment, Inc/The Texas Tenors, LLC – 10/13/18
- Unraveling the Wilburys – The Howard Pitch Entertainment Company – 07/27/18
- Lecture series Offer pending TBA

The following artist contracts are \$25,000 or more, which have been negotiated and includes negotiated offers that are pending confirmation for the 2018-2019 Season:

- Bollywood Boulevard – MELA Group LLC – 02/09-10/18 (2 shows)
- Canadian Brass – IMG Artists, LLC/CanBrass, LLC – 12/01/18
- Compania Flamenca Eduardo Guerrero – Columbia Artists Management, LLC – 10/21/18 (2 shows)
- Dee Dee Bridgewater – Kurland Agency/DDB Productions – 05/03/19
- Russian National Ballet Theatre presents Swan Lake – Columbia Artists Management, LLC – 01/13/19 (2 shows)
- The Nutcracker/Von Heidecke Chicago Festival Ballet – 12/15/18 & 12/16/18 (4 Shows)
- Offer pending TBA

Pricing and negotiations for artists are confidential to facilitate competitive pricing; therefore, we request that individual artist fees remain confidential. However, the total expenditure for the above contracts is not expected to exceed \$550,000.

Budget Status

GL Account	FY2018	FY2019 - Proposed		
	YTD Spend	Annual Budget	YTD Spend	Available Balance
05-60-11601-5309001	\$ 601,940	\$ 800,000	\$ -	\$ 800,000
<i>AUX MAC Touring : Other Contractual Services Exp</i>				FY2019 Request \$ 550,000

**FY2019 Budget not yet adopted. YTD Spend as of 06/05/2018.*

These contracts support the following goals and objectives of the College's Strategic Long Range Plan:

- Goal #2 Value-Added Education: Going beyond the standard expectations and providing something more to the students and communities we serve.
 - Strategic Objective 2.7: Expand efforts to attract and provide resources to assist nontraditional students to enroll in credit courses, especially those in the 55-plus age group.
- Goal #5 Relationships: Cooperating and collaborating with all stakeholders in order to advance mutual interests.
 - Strategic Objective 5.6: Identify, assess and enhance College of DuPage's community outreach activities, with a focus on the visual and performing arts.
 - Strategic Objective 5.7: Support collaboration, creation and learning by promoting and providing College of DuPage resources to all District 502 residents in DuPage, Will and Cook Counties
 - Strategic Objective 5.3: Identify and implement optimal methods of communicating with and engaging all College stakeholders (e.g., alumni, business leaders, elected officials).
 - Strategic Objective 5.4: Utilize internal resources to develop a new College of DuPage brand and implement a communications plan that considers the preferences and needs of students and other internal and external stakeholders.
 - Strategic Objective 5.6: Identify, assess and enhance College of DuPage's community outreach activities, with a focus on the visual and performing arts.
 - Strategic Objective 5.7 Support collaboration, creation and learning by promoting and providing College of DuPage resources to all District 502 residents in DuPage, Will and Cook Counties.

This purchase complies with State Statute, Board Policy and Administrative Procedures. Contracts for 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 bidding under the Illinois Public Community College Act 110 ILCS 805/3-27.1.

4. RECOMMENDATION

That the Board of Trustees approves the contracts for all artists listed above for a total expenditure not to exceed \$550,000 payable to the artists and their respective agents.

Staff Contact: Diana Martinez, Director, McAninch Arts Center

**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

SIGNATURE PAGE FOR

MAC Touring Artist contracts for 2018-2019 Season.

ITEM(S) ON REQUEST

That the Board of Trustees approves the contracts for all artists listed above for a total expenditure not to exceed \$550,000 payable to the artists and their respective agents and the release of these payments over \$15,000.

Board Chair _____ Date _____

Board Secretary _____ Date _____



**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Tribune Media Group Advertising for McAninch Arts Center.

2. **REASON FOR CONSIDERATION**

Planned aggregate spend in excess of \$25,000 must be approved by the Board of Trustees.

3. **BACKGROUND INFORMATION**

Tribune Media Group is utilized by the McAninch Arts Center (MAC) to provide media placement and advertising to promote and sell tickets to multiple Touring, New Philharmonic concerts, Buffalo Theatre Ensemble and College Theater plays and select Cleve Carney Art Gallery exhibits. This proposal includes print, digital and email advertising as well as content marketing and search engine optimization.

In a recent audience survey conducted by the MAC, 75% of patrons indicated Chicago Tribune as their newspaper of choice. The advertising services provided by the Chicago Tribune and its subsidiary publications/organizations, which include Triblocal, Naperville Magazine, Naperville Sun and their digitization ads, provide an effective vehicle for the MAC to reach targeted audiences and potential ticket buyers in DuPage County and surrounding areas.

The MAC, in conjunction with its contracted public relations/marketing firm Carol Fox and Associates, has created a season advertising campaign to publicize a total of 64 events. In this plan, the Tribune Media Group is the largest advertising expense for the MAC, because it produces three publications (Tribune, Naperville Magazine and Naperville Sun). The print division has the largest circulation of households in our area and its readership demographics and interests align most closely with the MAC's programming and offerings. In FY17, the MAC spent \$63,379 with Tribune Media, and in FY18 the MAC spent \$18,677 with the Tribune. A quarter-page ad in the Sunday Arts costs \$5,202, and we would like to run one ad per month to promote all our offerings for an estimated total of \$62,424.

The Chicago Tribune Media Group, who provides some of the most impactful advertising mediums in Chicagoland and resonates so strongly with MAC audiences, will play a crucial part in accomplishing the MAC's season ticket sales goals.

Budget Status

GL Account	FY2018	FY2019 - Proposed			Current Request
	YTD Spend	Annual Budget	YTD Spend	Available Balance	
05-60-11601-5407001	\$ 264,245	\$ 333,872	\$ -	\$ 333,872	\$ 46,200
05-60-11701-5407001	42,290	50,988	-	50,988	7,000
05-60-11101-5407001	41,625	52,914	-	52,914	11,000
01-40-11001-5407001	41,625	70,000	-	70,000	800
(Advertising Expense)	\$ 389,786	\$ 507,774	\$ -	\$ 507,774	\$ 65,000
			FY2019 Request	\$ 65,000	

**FY2019 Budget not yet adopted. YTD Spend as of 06/05/2018.*

This expenditure supports the following goals and objectives of the College's Strategic Long Range Plan:

- Goal #2 Value-Added Education: Going beyond the standard expectations and providing something more to the students and communities we serve.
 - Strategic Objective 2.7: Expand efforts to attract and provide resources to assist nontraditional students to enroll in credit courses, especially those in the 55-plus age group.
- Goal #5 Relationships: Cooperating and collaborating with all stakeholders in order to advance mutual interests.
 - Strategic Objective 5.6: Identify, assess and enhance College of DuPage's community outreach activities, with a focus on the visual and performing arts.
 - Strategic Objective 5.7: Support collaboration, creation and learning by promoting and providing College of DuPage resources to all District 502 residents in DuPage, Will and Cook Counties
 - Strategic Objective 5.3: Identify and implement optimal methods of communicating with and engaging all College stakeholders (e.g., alumni, business leaders, elected officials).
 - Strategic Objective 5.4: Utilize internal resources to develop a new College of DuPage brand and implement a communications plan that considers the preferences and needs of students and other internal and external stakeholders.
 - Strategic Objective 5.6: Identify, assess and enhance College of DuPage's community outreach activities, with a focus on the visual and performing arts.

- Strategic Objective 5.7 Support collaboration, creation and learning by promoting and providing College of DuPage resources to all District 502 residents in DuPage, Will and Cook Counties.

This purchase complies with State Statute, Board Policy and Administrative Procedures. 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 bidding under Illinois Public Community College Act, 110 ILCS 805/3-27.1 (l).

4. **RECOMMENDATION**

That the Board of Trustees approves the Fiscal Year 2019 marketing and advertising expenses for the McAninch Arts Center (MAC) with Tribune Media Group, 14839 Collections Center Drive, Chicago, IL 60693, in an amount not to exceed \$65,000.

Staff Contact: Diana Martinez, Director, McAninch Arts Center

**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

SIGNATURE PAGE FOR

Tribune Media Group Advertising for McAninch Arts Center (MAC), Fiscal Year 2019.

ITEM(S) ON REQUEST

That the Board of Trustees approves the Fiscal Year 2019 marketing and advertising expenses for the McAninch Arts Center (MAC) with Tribune Media Group, 14839 Collections Center Drive, Chicago, IL 60693, in an amount not to exceed \$65,000.

Board Chair

Date

Board Secretary

Date



**COLLEGE OF DUPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Approval for the College to retain the professional services of the law firm of Akerman LLP.

2. **REASON FOR CONSIDERATION**

To obtain quality legal representation for a labor-related proceeding involving represented employees of the College.

3. **BACKGROUND INFORMATION**

From time to time, the College becomes involved in proceedings relating to the meaning and interpretation of a collective bargaining agreement with College employees. To ensure that the College receives high-quality legal representation in an area that requires specialized knowledge, it is advisable to retain a qualified outside law firm that has expertise in labor law. Retaining a firm with suitable subject-matter expertise will enable the College's response to be prepared efficiently and effectively. Given these considerations, the Administration recommends the retention of the law firm Akerman LLP. Mr. Thomas Mandler is the proposed relationship partner. The Administration's opinion is that Akerman LLP, and in particular Mr. Mandler, are uniquely qualified to provide the needed representation, because they possess a high degree of expertise and skill in the relevant practice area.

It is anticipated that, over the retention period, the cost of these professional services may exceed \$25,000. Advance approval is thus sought for the retention and use of the services of Akerman LLP.

4. **RECOMMENDATION**

That the Board of Trustees approve the retention of Akerman LLP to represent the College in matters relating to a current labor disagreement with a bargaining unit.

Staff Contacts: Dr. Ann Rondeau, President
 Mia Igyarto, Interim Vice President, Human Resources
 John Kness, General Counsel

BOARD APPROVAL

SIGNATURE PAGE

Authorization for the College to retain the professional services of Akerman LLP.

ITEM(S) ON REQUEST:

That the Board of Trustees approve the retention of Akerman LLP to represent the College in matters relating to a current labor disagreement with a bargaining unit.

Board Chairman

Date

Board Secretary

Date

AGREEMENT FOR LEGAL SERVICES

Date: June 12, 2018

Akerman LLP ("Akerman") agrees to provide legal services to Community College District No. 502 ("Client") on the following terms and conditions:

1. Scope of Engagement. Client has retained Akerman to represent Client in connection with labor and employment law matters. Client also has not retained Akerman to provide Client with advice in areas of tax or securities. Akerman assumes no responsibility or obligation to provide any such other advice unless specifically contracted for in writing. Akerman has very able attorneys in these areas who would be happy to discuss the terms under which they would undertake such representation. If Client does not make such arrangements with Akerman, however, Akerman will consider that Client has independently obtained such advice or does not consider it necessary or relevant to the representation which Akerman has undertaken.
2. Staffing. Primary responsibility for this engagement will initially be assumed by me. Other attorneys and legal assistants may also be assigned to this matter. Staffing will depend primarily on the judgment of Akerman as to the experience and expertise required to properly discharge its professional responsibilities.

Fees. In charging for services, Akerman will consider all of the factors outlined in the Rules of Professional Conduct. These include the time and labor required, the novelty and difficulty of the legal issues, the skill required to properly perform the services, any time limitations imposed under the circumstances, the amount involved and the results obtained. The time required to perform services is recorded and internal hourly rates are applied to the recorded time in the billing process. Rates are established, depending upon the skill and experience level of the person performing the services. My current rate is \$750 per hours, but as a courtesy to you, we will charge client \$450 per hour. Our rates are subject to increase in the future. Actual billings will be based upon Akerman's judgment as to a reasonable fee for the services rendered, which may require that the bill be adjusted upward or downward from the recorded time value of the services based upon the factors noted above. In the event that attorney's fees in excess of our actual billings are awarded by the court or included in a settlement, it is agreed that, in addition to the amount Client is obligated to pay, Akerman will be entitled to recover the amount of such excess from the opposing party.

3. Costs. Expenses (such as travel, lodging, meals, telephone tolls, witness fees, deposition transcripts, court costs, photocopying, postage, computerized legal research, staff overtime, courier services, filing fees, expert charges, audit letter responses, etc.) will be separately itemized on Akerman's statements. Certain cost bills may be forwarded to Client for payment directly to the vendor. Others are billed at the amounts actually charged to Akerman.
4. Submission and Payment of Statements. Akerman generally submits statements for services rendered and costs advanced on a monthly basis. Statements are to be paid in

full within 30 days after receipt. Any statement not paid when due will, at Akerman's option, bear a late charge at the rate of 1 1/2% per month for each month the statement remains unpaid. In the event that any statement is not paid in full within 30 days, Akerman will have the option to withdraw from this representation and Client hereby consents to withdrawal under those conditions. Further, a failure to question or object to any charges within 30 days after receipt of a statement will constitute Client's agreement to the statement as presented.

Retainer. It is normal practice for Akerman to require a retainer when undertaking new representation. In this instance, Akerman agrees to waive that requirement, but reserves the future right to require a retainer depending upon the scope of services anticipated.

5. It is mutually understood that these services are solely for the benefit of Client.

AKERMAN LLP ("Akerman")



Accepted and agreed to
this _____ day of _____, 2018.

On behalf of Community College District No. 502:

By: _____



**COLLEGE OF DUPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Approval of intergovernmental agreement pertaining to property tax matters involving School Districts 87 and 89.

2. **REASON FOR CONSIDERATION**

Section 3-30 of the Illinois Public Community College Act permits the Board of Trustees to exercise powers “that may be requisite or proper for the maintenance, operation and development of any college or colleges under the jurisdiction of the board.” 110 ILCS 805/3-30.

3. **BACKGROUND INFORMATION**

For the 2015 property tax year, the Milton Township Assessor, for the first time, levied a property tax assessment on various parcels owned by the College and also dramatically increased the tax assessment for the on-campus bookstore. This resulted in a property tax bill of approximately \$300,000 for the 2015 tax year. In response, the Board of Trustees authorized counsel to take actions necessary to recapture those taxes and to file administrative exemption claims for 2016 and future years, during which the College faces potentially ongoing liability for these property tax assessments.

To obtain redress, the College filed several applications with the Illinois Department of Revenue (the “Department”) seeking certificates of error relating to the various taxed parcels. As required by law, the College served notice of its applications with the following public bodies within District 502 that received tax revenues as a result of the assessments:

- School District 87
- School District 89
- County of DuPage
- Village of Glen Ellyn
- Glen Ellyn Park District

- Forest Preserve District of DuPage County
- Milton Township
- Milton Township Highway Department
- DuPage Airport Authority
- Glen Ellyn Public Library
- Lisle-Woodridge Fire Protection District
- Glen Ellyn Special Service Area 19
- Wheaton Mosquito Abatement Dist.

Of these entities, only School District 87 and School District 89 moved to intervene in the proceedings before the Department.

During the course of resulting administrative proceedings before the Department, the College has endeavored to work with both the Department and the two School Districts (Districts 87 and 89) to reinstate the College's real estate tax exemption. As part of this process, the Department encouraged the College and the Districts to explore potential resolutions in the hope of avoiding protracted litigation on the College's exemption claim.

The proposed agreement between the College and the Districts is the product of those discussions. This agreement will end the uncertainty and the cost of continued litigation against the Districts; it will also cap the College's real estate tax liability to the Districts to tax years that have already been paid if the Department reinstates the exemption. Now that the parties have agreed to end the intervening litigation, the Department's General Counsel anticipates issuing a ruling on the exemption. If the ruling is favorable, the College will be able to seek refunds for all the real estate taxes paid except those covered by the agreement with the Districts.

4. **RECOMMENDATION**

That the Board of Trustees approve the attached intergovernmental agreement, authorize the Chairman and/or President to execute the agreement on behalf of the College, and authorize College personnel to take actions necessary to discharge the College's obligations under the attached agreement.

Staff Contacts: John Kness, General Counsel
 Dr. Brian Caputo, Vice President, Administration and CFO

BOARD APPROVAL

SIGNATURE PAGE

Approval of Intergovernmental Agreement Relating to Property Tax Matters
Involving School Districts 87 and 89.

ITEM(S) ON REQUEST:

That the Board of Trustees approve the proposed intergovernmental agreement relating to property tax matters involving School Districts 87 and 89.

Board Chairman _____ Date _____

Board Secretary _____ Date _____

INTERGOVERNMENTAL AGREEMENT

This Intergovernmental Agreement, entered into as of the last date of signature hereto, is entered into by and between Community College District No. 502, DuPage County, Illinois (the “College of DuPage”), Glenbard Township High School District No. 87, DuPage County, Illinois and Community Consolidated School District No. 89, DuPage County, Illinois (collectively the “Districts”). College of DuPage and the Districts are sometimes hereinafter referred to as the “Parties.”

WHEREAS, the Illinois Constitution and statutes encourage and permit intergovernmental cooperation and authorize units of local government and school districts to contract or otherwise associate among themselves in any manner not prohibited by law or ordinance; and

WHEREAS, the College of DuPage filed an application with the DuPage County Board of Review seeking property tax exemption for the 2016 tax year on the property located at 425 Fawell Boulevard, Glen Ellyn, Illinois with the permanent index numbers of 05-26-100-015, 05-27-200-008, and 05-27-200-012 (the “Subject Property”) and docketed by the DuPage County Board of Review as Complaints E-50005, E-50006, and E-50007; and

WHEREAS, this matter is now before the Illinois Department of Revenue, docketed as Case No. 17-PT-013 and pending an administrative proceeding regarding eligibility for exemption of the Subject Property for the 2016 tax year; and

WHEREAS, the Districts are public school districts and taxing bodies within DuPage County that will be impacted by any final decision regarding the Subject Property’s eligibility for exemption; and

WHEREAS, the Districts have intervened in the above-referenced matter as affected taxing bodies; and

WHEREAS, the Parties have agreed to settle and compromise any disputes involving the Subject Property's eligibility for exemption in order to avoid the expense, inconvenience and delay of further litigation.

NOW THEREFORE, in consideration of the mutual promises, covenants and conditions set forth below and for other good and valuable consideration, the receipt of which is hereby acknowledged, the Parties agree as follows:

1. Each of the foregoing recitals is made a part of this Intergovernmental Agreement.
2. This Intergovernmental Agreement shall inure to the benefit of and be binding upon, and references to the Parties herein shall be deemed to include, the Parties, their officers, trustees, directors, members, agents, successors, and assigns.
3. The Districts agree not to oppose the College of DuPage's efforts in seeking an exemption, whether through the administrative hearing or any appeals thereof, nor will the Districts challenge any exemptions granted for the Subject Property for the 2016 tax year or subsequent years. The Districts irrevocably waive any rights to oppose, appeal, challenge or any other similar method imperil an exemption granted by the Illinois Department of Revenue or the court system for the Subject Property.
4. If the Illinois Department of Revenue grants the Subject Property an exemption for the 2016 tax year, the College of DuPage agrees not to seek, in any forum, refunds from the Districts of property taxes already paid on the Subject Property. This Intergovernmental Agreement does not prevent the College of DuPage from seeking refunds of property taxes already paid on the Subject Property from other taxing agencies. In the event the County of DuPage cannot issue a refund to the College of DuPage that excludes the property taxes already paid to the Districts on the Subject Property, the College of DuPage shall:

- (i) provide the Districts' counsel written notice of such denial within 48 hours;
- (ii) proceed to request refunds of the entire amount of taxes paid on the Subject Property as required by the County of DuPage; and
- (iii) within fifteen (15) days of receiving refunds from the County of DuPage, wire transfer to the Districts the portions of all refunds attributable to the Districts.

The portions of the refunds attributable to the Districts are as follows. The College of DuPage shall transfer no less than the total of the following amounts to the Districts within 15 days of receiving refunds of the Districts' previously collected taxes:

Community Consolidated School District No. 89

Tax Year 2015:

PIN 05-26-100-015	\$5,771.74	plus any interest added to the principal refund amount by the County of DuPage, but in no event less than 38.389% of the total refund for this PIN.
PIN 05-26-200-008	\$43,438.65	plus any interest added to the principal refund amount by the County of DuPage, but in no event less than 38.882% of the total refund for this PIN.
PIN 05-27-200-012	\$61,881.91	plus any interest added to the principal refund amount by the County of DuPage, but in no event less than 38.889% of the total refund for this PIN.
Total (for information only)	\$111,092.30	plus any interest added to the principal refund amount by the County of DuPage.

Tax Year 2016:

PIN 05-26-100-015	\$5,839.07	plus any interest added to the principal refund amount by the County of DuPage, but in no event less than 38.731% of the total refund for this PIN.
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PIN 05-26-200-008	\$43,944.61	plus any interest added to the principal refund amount by the County of DuPage, but in no event less than 39.166% of the total refund for this PIN.
PIN 05-27-200-012	\$61,228.36	plus any interest added to the principal refund amount by the County of DuPage, but in no event less than 39.228% of the total refund for this PIN.
Total (for information only)	\$111,012.04	plus any interest added to the principal refund amount by the County of DuPage.

Tax Year 2017 (if a refund is issued for the 2017 tax year):

PIN 05-26-100-015	\$3,942.58	plus any interest added to the principal refund amount by the County of DuPage, but in no event less than 39.262% of the total refund for this PIN.
PIN 05-26-200-008	\$16,183.17	plus any interest added to the principal refund amount by the County of DuPage, but in no event less than 39.839% of the total refund for this PIN.
PIN 05-27-200-012	\$22,548.19	plus any interest added to the principal refund amount by the County of DuPage, but in no event less than 39.918% of the total refund for this PIN.
Total (for information only)	\$42,673.94	plus any interest added to the principal refund amount by the County of DuPage.

Glenbard Township High School District No. 87

Tax Year 2015:

PIN 05-26-100-015	\$4,150.01	plus any interest added to the principal refund amount by the County of DuPage, but in no event less than 27.602% of the total refund for this PIN.
PIN 05-26-200-008	\$31,233.39	plus any interest added to the principal refund

amount by the County of DuPage, but in no event less than 27.911% of the total refund for this PIN.

PIN 05-27-200-012	\$44,494.52	plus any interest added to the principal refund amount by the County of DuPage, but in no event less than 27.960% of the total refund for this PIN.
Total (for information only)	\$79,877.92	plus any interest added to the principal refund amount by the County of DuPage.

Tax Year 2016:

PIN 05-26-100-015	\$4,152.62	plus any interest added to the principal refund amount by the County of DuPage, but in no event less than 27.545% of the total refund for this PIN.
PIN 05-26-200-008	\$31,252.44	plus any interest added to the principal refund amount by the County of DuPage, but in no event less than 27.854% of the total refund for this PIN.
PIN 05-27-200-012	\$43,544.27	plus any interest added to the principal refund amount by the County of DuPage, but in no event less than 27.898% of the total refund for this PIN.
Total (for information only)	\$78,949.33	plus any interest added to the principal refund amount by the County of DuPage.

Tax Year 2017 (if a refund is issued for the 2017 tax year):

PIN 05-26-100-015	\$2,780.38	plus any interest added to the principal refund amount by the County of DuPage, but in no event less than 27.688% of the total refund for this PIN.
PIN 05-26-200-008	\$11,412.68	plus any interest added to the principal refund amount by the County of DuPage, but in no event less than 28.095% of the total refund for this PIN.
PIN 05-27-200-012	\$15,901.42	plus any interest added to the principal refund

amount by the County of DuPage, but in no event less than 28.151% of the total refund for this PIN.

Total (for information only) \$30,094.48 plus any interest added to the principal refund amount by the County of DuPage.

- 5. This Intergovernmental Agreement may be executed in two or more counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.
- 6. Each party executing this Intergovernmental Agreement represents and warrants that it is duly authorized to do so and to fully and legally bind that party hereto and further that it understands that this document creates a legal and enforceable obligation.

IN WITNESS WHEREOF, the Parties hereto have executed this Intergovernmental Agreement on the dates identified below.

COMMUNITY COLLEGE DISTRICT NO. 502

GLENBARD TOWNSHIP HIGH SCHOOL DISTRICT NO. 87, DUPAGE COUNTY, ILLINOIS

By: _____
Chairman, Board of Trustees

By: _____
President, Board of Education

Attest: _____
Secretary, Board of Trustees

Attest: _____
Secretary, Board of Education

Dated: _____

Dated: _____

COMMUNITY CONSOLIDATED SCHOOL DISTRICT NO. 89, DUPAGE COUNTY, ILLINOIS

By: _____
President, Board of Education

Attest: _____
Secretary, Board of Education

Dated: _____



**COLLEGE OF DUPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

FY2018 Operational Funding for Innovation DuPage

2. **REASON FOR CONSIDERATION**

Checks for items not previously approved by the Board shall require individual approval by the Board of Trustees for amounts of \$15,000 and over.

3. **BACKGROUND INFORMATION**

College of DuPage Business Solutions has been researching the creation of an innovation center for over five years based upon over three decades of impactful economic development work. In late 2016, an alignment of leadership at the Board and senior leadership levels of College of DuPage, Choose DuPage and the Village of Glen Ellyn accelerated the exploration of the innovation center known as Innovation DuPage.

In 2017, the founding partners named above were established and the Glen Ellyn Civic Center was selected as the strategic primary location. While the concept gained support from each of the founding partners, additional public and private partners joined the project from academia, scientific research, industry, venture capital and government.

In 2018, Innovation DuPage was formed as a separate, not-for-profit corporation, the first Managing Director was hired and the Innovation DuPage Board of Directors was formed. Innovation DuPage hosted its first business accelerator cohort program and will host the second cohort in August of 2018. Innovation DuPage will open its doors in late 2018 or early 2019 to offer its full scope of incubation and acceleration programming.

This initial payment will support the founding and launch activities of Innovation DuPage. Both parties are finalizing an agreement to include services agreement and collaboration expectations that will be subsequently presented to the Board of Trustees for approval.

BOARD APPROVAL

SIGNATURE PAGE

FY2018 Operational Funding for Innovation DuPage

ITEM(S) ON REQUEST:

That the Board of Trustees approves remittance of FY2018 operational funding to Innovation DuPage in the amount of \$78,000.

Board Chairman _____ Date _____

Board Secretary _____ Date _____



**COLLEGE of DuPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. SUBJECT

Approval of reimbursement requests for Dr. Ann E. Rondeau, President.

2. REASON FOR CONSIDERATION

Pursuant to Dr. Rondeau's Employment Contract, "expenses for potential reimbursement may include . . . [r]easonable out-of-pocket expenses that the President incurs for travel and other activities undertaken by the President on behalf of the College; . . . to facilitate the performance of the President's job duties."

The Board's reimbursement of such expenses "will be subject to the President's monthly submission of appropriate expense reports and substantiating documentation, and reasonable review and approval by the Board Chair and/or the Board at a public meeting."

3. BACKGROUND INFORMATION

Dr. Rondeau has submitted expense reimbursement requests, copies of which are submitted with the present resolution. Those requests have been reviewed. The Board is being asked to approve the permitted expenses.

4. RECOMMENDATION

That the Board of Trustees authorizes the reimbursement to Dr. Ann Rondeau in the following amount for the expense reports submitted: Total \$189.39.

SIGNATURE PAGE

Approval of Reimbursement Requests for Dr. Ann E. Rondeau

ITEM(S) ON REQUEST

That the Board of Trustees authorizes the reimbursement to Dr. Ann Rondeau in the following amount for the expense reports submitted: Total \$548.33.

Board Chair _____ Date

Secretary _____ Date

Expense Report
Report Name : May 2018 Cell Phone Reimbursement

Employee Name : Rondeau, Ann E.
Employee ID : [REDACTED]

Report Header

Policy : Employee Business Expense and Travel
Business Purpose : Cell Phone Reimbursement
Report Key : 21286
Report Id : 1E83E92F2C124D6EACFF
Report Date : 05/13/2018
Approval Status : Not Submitted
Currency : US, Dollar

Transaction Date	Expense Type	Vendor	Vendor Name	City	Payment Type	Amount
05/13/2018	Authorized Employees Only-5705002	Verizon	Verizon	Acworth	Cash	\$69.38
	Allocations :	100.00% (\$69.38) 01-00781-80-No				
	Business Purpose :	Cell Phone Reimbursement				

Note: The sum of allocation amounts may not exactly match the expense amount due to rounding.

Report Total : \$69.38
Personal Expenses : \$0.00

*Ok
 Jill Masler*

Total Amount Claimed : \$69.38

Amount Approved : \$69.38

Company Disbursements

Amount Due Employee : \$69.38

Amount Due Company Card : \$0.00

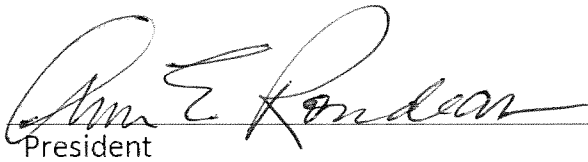
Total Paid By Company : \$69.38

Employee Disbursements

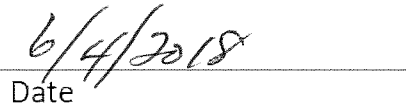
Amount Due Company : \$0.00

Amount Due Company Card From Employee : \$0.00

Total Paid By Employee : \$0.00



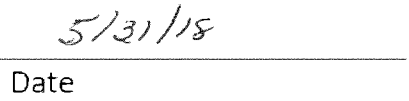
President



Date



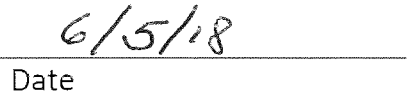
Director, Internal Audit



Date



Vice President, Administration and Treasurer (CFO)



Date

Chairman, Board of Trustees

Date



P.O. BOX 4002
ACWORTH, GA 30101

Billing period
Account number
Invoice number

Apr 14, 2018 - May 13, 2018

KEYLINE



See last page for payment information.
Questions? Visit vzw.com/contactus



The Verizon Plan Medium 3GB

\$45.00



page 4

\$20.00



Surcharges

\$2.34

Taxes and government fees

\$2.04

\$69.38

Due June 5
Autopay June 2

What's changed

Last month

March 14 - April 13

One-time charges \$0.00

Monthly charges \$96.66

Surcharges \$2.34

Taxes and gov. fees \$2.04

\$101.04

This month

April 14 - May 13

One-time charges \$0.00

Monthly charges \$65.00

\$31.66 less than last month

+ -\$31.66 device payment ended

Surcharges \$2.34

Taxes and gov. fees \$2.04

\$69.38

Next month

May 14 - June 13

To preview next month's bill go to vzw.com/nextbillsummary



The Verizon Plan Medium 3GB

3 GB Shared Data Unlimited Talk and Text

Monthly charges (May 14 - Jun 13) \$45.00

\$45.00

This month's data usage

Used/Allowance

 0.845 of 3 GB

  0.845 GB

This month's estimated top activities*



Web & Apps
38%



Social
31%



Video
9%

*Top activities are estimated for general information purposes only.

Unbilled data usage for Mar 14 - Apr 13

  0.001 GB

This unbilled usage brought your total shared usage for Mar 14 - Apr 13 to 0.691 GB.

Usage history

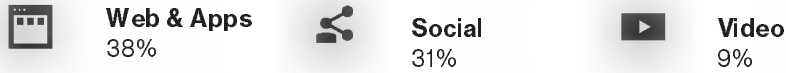
Apr 14 - May 13		0.845 / 3 GB
Mar 14 - Apr 13		0.690 / 3 GB
Feb 14 - Mar 13		0.538 / 3 GB



[REDACTED]
[REDACTED] | iPhone 6S

This month's data usage Unbilled data usage for Mar 14 - Apr 13
0.845 GB **0.001 GB**

This month's estimated top activities



Smartphone line access (May 14 - Jun 13) **\$20.00**

\$20.00

\$31.66 less than last month because of an ended device payment.



Surcharges

Fed Universal Service Charge	\$0.75
Regulatory Charge	\$0.21
Administrative Charge	\$1.23
VA Gross Receipts Surchg	\$0.03
Local BUS Lic Surchg	\$0.12

\$2.34



Taxes and government fees

VA State 911 Fee	\$0.75
VA Communication Sales Tax	\$1.29

\$2.04

Surcharges and taxes are charged per line. A detailed copy of your bill is available in My Verizon.

Additional information

Customer Proprietary Network Information (CPNI)

CPNI is information made available to us solely by virtue of our relationship with you that relates to the type, quantity, destination, technical configuration, location, and amount of use of the telecommunications and interconnected VoIP services you purchase from us, as well as related billing information. The protection of your information is important to us, and you have a right, and we have a duty, under federal law, to protect the confidentiality of your CPNI.

We may use and share your CPNI among our affiliates and agents to offer you services that are different from the services you currently purchase from us. Verizon offers a full range of services, such as television, telematics, high-speed Internet, video, and local and long distance services. Visit Verizon.com for more information on our services and companies.

If you don't want your CPNI used for the marketing purposes described above, please notify us by phone any time at 800.333.9956 or online at vzw.com/myprivacy.

Unless you notify us in one of these ways, we may use your CPNI as described above beginning 30 days after the first time we notify you of this CPNI policy. Your choice will remain valid until you notify us that you wish to change your selection. Your decision about use of your CPNI will not affect the provision of any services you currently have with us.

Note: This CPNI notice does not apply to residents of the state of Arizona.

Explanation of Surcharges

Surcharges include (i) a Regulatory Charge (which helps defray various government charges we pay including government number administration and license fees); (ii) a Federal Universal Service Charge (and, if applicable, a State Universal Service Charge) to recover charges imposed on us by the government to support universal service; and (iii) an Administrative Charge, which helps defray certain expenses we incur, including: charges we, or our agents, pay local telephone companies for delivering calls from our customers to their customers; fees and assessments on our network facilities and services; property taxes; and the costs we incur responding to regulatory obligations. **Please note that these are Verizon Wireless charges, not taxes. These charges, and what's included, are subject to change from time to time.**

Bankruptcy Information

If you are or were in bankruptcy, this bill may include amounts for pre-bankruptcy service. You should not pay pre-bankruptcy amounts; they are for your information only. Mail bankruptcy-related correspondence to 500 Technology Drive, Suite 550, Weldon Spring, MO 63304.

Late Fee Information

A late payment applies for unpaid balances. The charge is the greater of \$5 or 1.5% per month, or as permitted by law.

Important Information Regarding Your Customer Agreement

Verizon Wireless is updating parts of your Customer Agreement. In the Billing and Payments section, we've included an Agent Assistance Fee for making a payment through a call center representative, rather than through one of our secure and easy-to-use self-serve options. The section titled "Waivers and Limitations of Liability" clarifies what type of damages both you and Verizon may claim against each other in the event of a dispute. For the complete Customer Agreement, visit www.vzw.com.

Device Payment Final Payment Notification

We have received the final payment for Device Payment Agreement 1302972765. If your final payment is insufficient or rejected, you will be billed for the total remaining balance on a subsequent bill.

You're all set.



Autopay scheduled

\$69.38 will be charged to your credit card on June 2.



My Verizon

Use the My Verizon app to manage your account, pay your bill, check data usage, and much more.



Go paper-free

Enroll in paper-free billing; the easy, clutter-free way to manage and pay your bill. Enroll at go.vzw.com/paperfree.



Bill date

May 13, 2018

Account number



Invoice number



Total Amount Due

Will be submitted to credit card on 06/02/18
DO NOT MAIL PAYMENT

\$69.38

P.O. BOX 15062
ALBANY, NY 12212-5062



Questions? Visit VZW.com/ContactUs or call 1.800.922.0204.

Change your address at VZW.com/changeaddress

Written notations included with or on your payment will not be reviewed or honored.

Please send correspondence to:

Verizon Attn: Correspondence Team

P.O. Box 408

Newark, NJ 07101-0408

Automatic Payment Enrollment for Account: [REDACTED]

By signing below, you authorize Verizon to electronically debit your bank account each month for the total balance due on your account. The check you send will be used to setup Automatic Payment. You will be notified each month of the date and amount of the debit 10 days in advance of the payment. You agree to receive all Auto Pay related communications electronically. I understand and accept these terms. This agreement does not alter the terms of your existing Customer Agreement. I agree that Verizon is not liable for erroneous bill statements or incorrect debits to my account. To withdraw your authorization you must call Verizon. Check with your bank for any charges.

- 1. Check this box.** **2. Sign name in box below, as shown on the bill and date.** **3. Return this slip with your payment. Do not send a voided check.**

Expense Report
Report Name : May 2018 Business Lunches

Employee Name : Rondeau, Ann E.

Employee ID : [REDACTED]

Report Header

Policy : Employee Business Expense
and Travel

Business Purpose : Business Meeting/Lunch

Report Key : 21285

Report Id : AC84056C98A948F1B839

Report Date : 05/31/2018

Approval Status : Not Submitted

Currency : US, Dollar

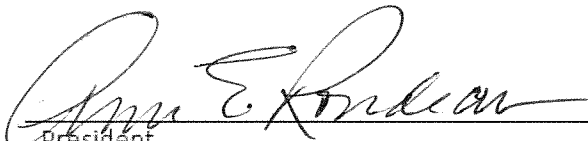
Transaction Date	Expense Type	Vendor	Vendor Name	City	Payment Type	Amount
05/08/2018	Business Meals - Non Travel-5501001	Panera Bread	Panera Bread	Glen Ellyn	Cash	\$37.01
	Allocations :	100.00% (\$37.01) 01-00781-80-No				
	Business Purpose :	Business Meeting/Lunch				

Note: The sum of allocation amounts may not exactly match the expense amount due to rounding.

Report Total : \$37.01
Personal Expenses : \$0.00

*OK
Smasher*

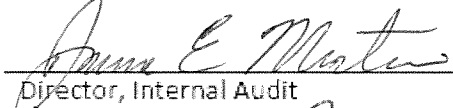
Total Amount Claimed : \$37.01
Amount Approved : \$37.01
Company Disbursements
Amount Due Employee : \$37.01
Amount Due Company Card : \$0.00
Total Paid By Company : \$37.01
Employee Disbursements
Amount Due Company : \$0.00
Amount Due Company Card From Employee : \$0.00
Total Paid By Employee : \$0.00



President

6-4-2018

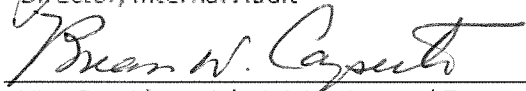
Date



Director, Internal Audit

5/31/18

Date



Vice President, Administration and Treasurer (CFO)

6/5/18

Date

Chairman, Board of Trustees

Date

EXPENSE REPORT

Business Purpose:

Discussion: COD Manufacturing Programs/TEC Tour
and Project Hire-Ed

Guests/Names:

Relationship/Occupation:

Kevin Cosgriff, President, NEMA

Dr. Ann Rondeau, President, College of DuPage

Linda Sands-Vankerk, VP, Project Hire-Ed

Location:

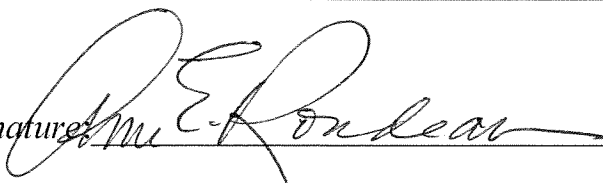
Panera

Glen Ellyn, IL

Cost: 37.01

Date: 05-08-17

Signature:



Frye, Tracey

From: Panera Bread <no-reply@panerabread.com>
Sent: Tuesday, May 08, 2018 8:54 AM
To: Frye, Tracey
Subject: Your Panera Order - 210405665



Thanks for your order!

Order number:
210405665

Time Ready:
11:20 AM

Please find your order on the Rapid Pick-up shelf in the cafe.

Please contact us at 855-3-PANERA (855-372-6372) if you need any assistance with your order.



Refer your friends and get rewarded.

Share the warmth. Refer your friends to MyPanera and get a free cookie.

[GET STARTED](#)

Order Details

Order Type	Cafe Address
Take Out	751 Roosevelt Road Glen Ellyn, IL 60137 630-942-8955
Date: 05/08/2018	
Time Ready: 11:20 AM	

Order Summary

Whole Turkey Sandwich \$ 9.87

with On the Side Mayonnaise
with On the Side Spicy Mustard
with Swiss

with Summer Fruit Cup

Whole Turkey Sandwich \$ 9.87

with On the Side Mayonnaise
with On the Side Spicy Mustard
with Swiss

with Summer Fruit Cup

Half Seasonal Greens Salad \$ 4.89

with On the Side Reduced-Fat Balsamic Vinaigrette

with No Side

Half Seasonal Greens Salad \$ 4.89

with On the Side Reduced-Fat Balsamic Vinaigrette

with No Side

San Pellegrino Sparkling Water \$ 2.49

San Pellegrino Sparkling Water \$ 2.49

Subtotal \$ 34.50
Tax \$ 2.51

Total \$ 37.01

Feel free to tip your bakery-cafe team for excellent service.
Never expected. Always appreciated.

Payment Information

Type	Amnt.	Balance
	\$ 37.01	

My Panera Rewards



Available Rewards: 0

No rewards, no worries. Just be sure to show your MyPanera card (or tell us your phone number) each time you visit to keep the surprises coming.

Visits to Next Reward: 3

You'll get a MyPanera visit credit once your order is picked up or delivered

We bake our items fresh daily and will try our best to fulfill your order exactly as you specify. However, should an issue occur, we'll do our best to replace, substitute or work with you on arrival to adjust the order to your liking.

Your feedback is important to us. Let us know how we can help by contacting us [here](#).

Need to cancel your order? [Click here](#) to start the cancellation process. A one hour lead time is required.

Expense Report
Report Name : GMF Dinner & Meeting

Employee Name : Rondeau, Ann E.

Employee ID : [REDACTED]

Report Header

Policy : Employee Business Expense and Travel

Business Purpose : The German Marshall Fund Meeting & Dinner, May 8 - 10, 2018

Report Key : 21284

Report Id : 7FB3577718A24E5189DB

Report Date : 05/31/2018

Approval Status : Not Submitted

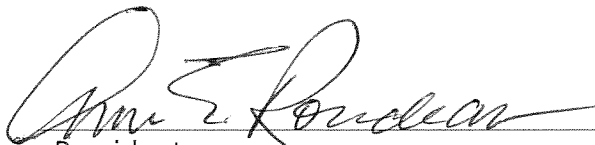
Currency : US, Dollar

Transaction Date	Expense Type	Vendor	Vendor Name	City	Payment Type	Amount
05/10/2018	Parking-In State-5502001	O'Hare International Airport	O'Hare International Airport	Chicago	Cash	\$82.00 ✓
	Allocations :	100.00% (\$82.00) 01-00781-80-No				
	Business Purpose :	The German Marshall Fund Meeting & Dinner, May 8 - 10, 2018				
04/24/2018	Airfare/Train - In State-5502001	American Airlines	American Airlines	Chicago	Company Paid	\$291.40 ✓
	Allocations :	100.00% (\$291.40) 01-00781-80				
	Business Purpose :	The German Marshall Fund Meeting & Dinner, May 8 - 10, 2018				

OK file make

Note: The sum of allocation amounts may not exactly match the expense amount due to rounding.

Report Total :	\$373.40
Personal Expenses :	\$0.00
Total Amount Claimed :	\$373.40
Amount Approved :	\$373.40
Company Disbursements	
Amount Due Employee :	\$82.00
Amount Due Company Card :	\$0.00
Total Paid By Company :	\$373.40
Employee Disbursements	
Amount Due Company :	\$0.00
Amount Due Company Card From Employee :	\$0.00
Total Paid By Employee :	\$0.00



President

6/4/2018

Date



Director, Internal Audit

5/31/18

Date



Vice President, Administration and Treasurer (CFO)

6/5/18

Date

Chairman, Board of Trustees

Date

Booking Business Travel

Request ID : **3N9T**
Approval Status : **Not Submitted**

Employee Name : **Rondeau, Ann E.**
Email Address : rondeau@cod.edu
Default Manager Name : **Mosher, Jill M.**
Default Manager Email : mosher@cod.edu
Country of Residence : **UNITED STATES**

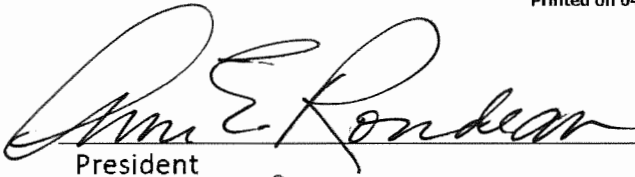
Sender Name : **Frye, Tracey A.**
Email Address : fryetr@cod.edu
Default Manager Name : **Millush, Mary A.**
Default Manager Email : millush@cod.edu
Country of Residence : **UNITED STATES**

Purpose : **The German Marshall Fund Meeting & Dinner, May 8 - 10, 2018 Purpose: German Education Partnerships for Innovation DuPage/Hire-Ed**

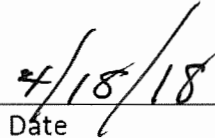
Expenses

Transaction Date	Expense Type	Entry Description	Foreign Amount	Amount
05/08/2018	Airfare/Tran - Out of State-5503001		\$300.00	\$300.00
05/08/2018	Meals Itemized-Out of State-5503001	3 days (2 travel) @ \$69 per day Day 1 & 3 \$51.75/\$Day 2 \$69	\$172.50	\$172.50
05/08/2018	Parking- Out of State-5503001	O'Hare Parking 3 days @ \$40 per day	\$120.00	\$120.00
05/08/2018	Transportation - Taxi/Limo/Bus/Subway/Other-Out of State-5503001	Transportation and parking to/from airport and meeting location	\$200.00	\$200.00

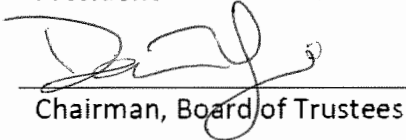
Printed on 04/19/2018 01:49 PM



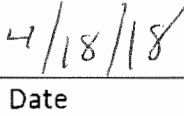
President



Date



Chairman, Board of Trustees



Date



GLOBAL BUSINESS TRAVEL

Generated: 24 April 2018 17:47 GMT

Invoice Booking Reference **GWDABO**

Trip ID - **11021826436**

Passenger Name(s)

RONDEAU/ANN

COLLEGE OF DUPAGE

Agent WS

American Express Global Business Travel
15100 NW 67th Ave.
Suite 300
Miami Lakes, FL, 33014
Phone: See itinerary remarks details
Fax: See itinerary details

Thank you for booking your trip with us.

All of your travel arrangements can be found on the following pages of this itinerary.

Please check your travel details IMMEDIATELY to make sure they are correct. If your travel arrangements are NOT ACCURATE, please contact American Express Global Business Travel WITHIN 24 HOURS OF PURCHASE for regular transactions, or BY MIDNIGHT ON THE SAME DAY OF PURCHASE FOR EXCHANGE TRANSACTIONS, in order to avoid potential airline change fees.

To access your trip details online, visit <https://mytrips.amexgbt.com>

We hope you have a pleasant trip.



Meet intelligent business travel

Upgrade your business with travel savings, technology, insights, and expertise.

GLOBAL BUSINESS TRAVEL

Prior to booking, please review your company's corporate travel policy in detail or check with your travel manager to ensure the booking is in compliance with your company's corporate travel policy.

Fulfilment of this offer or service will be managed by the advertiser. If you do not wish to receive marketing on your itinerary in the future, you can change your preferences by opting-out in your travel portal; <https://mytrips.amexgbt.com>

Invoice Information

Invoice Date	24 April 2018
Invoice	2265062
Dossier / Booking Number	GWDABO-1S

Invoice Details

Ticket Number	0017139402394
Airline Name	AMERICAN AIRLINES
Passenger Name	RONDEAU/ANN
Flight Details	08 May 2018 AMERICAN AIRLINES 0228 N Class CHICAGO O'HARE INTL,IL/WASHINGTON NTL,DC 10 May 2018 AMERICAN AIRLINES 1076 N Class WASHINGTON NTL,DC/CHICAGO O'HARE INTL,IL

Charges

Ticket Base Fare	236.28
Ticket Tax Fare	46.12
Total (USD) Ticket Amount	282.40
Online Ticket Fee	9.00
Total	291.40

Credit Card Information

Charged to Card	████████████████████	9.00
Charged to Card	████████████████████	282.40

Payment Details

Charged by American Express Global Business Travel	9.00
Charged by Airline	282.40
Total Invoice Charge	USD 291.40

Tuesday 08 May 2018

✈ 03:15 PM

Chicago (ORD) to Washington (DCA)

Airline Booking Ref: GWDABO

Carrier: American Airlines Flight: AA 228 Status: Confirmed

Operated By: American Airlines

Origin: Chicago, IL, O'Hare Intl Arpt (ORD)

Departing: Tuesday 08 May 2018 at 03:15 PM

Departure Terminal: TERMINAL 3

Destination: Washington, DC, Ronald Reagan National Arpt (DCA)

Arriving: Tuesday 08 May 2018 at 06:06 PM

Arrival Terminal: TERMINAL C

Additional Information

Class: Economy

Distance: 594 Miles

Estimated Time: 01 hour 51 minutes

Aircraft Type: Boeing 737-800

Seat: 14A

Meal Service: Food to purchase

Frequent Flyer Number: ██████████

Number of Stops: 0

Thursday 10 May 2018

✈ 11:00 AM

Washington (DCA) to Chicago (ORD)**Airline Booking Ref:** GWDABO**Carrier:** American Airlines **Flight:** AA 1076 **Status:** Confirmed**Operated By:** American Airlines**Origin:** Washington, DC, Ronald Reagan National Arpt (DCA)**Departing:** Thursday 10 May 2018 at 11:00 AM **Departure Terminal:** TERMINAL C**Destination:** Chicago, IL, O'Hare Intl Arpt (ORD)**Arriving:** Thursday 10 May 2018 at 12:16 PM **Arrival Terminal:** TERMINAL 3**Additional Information****Class:** Economy**Distance:** 594 Miles**Estimated Time:** 02 hours 16 minutes**Aircraft Type:** Boeing 737-800**Seat:** 14A**Meal Service:** Food to purchase**Frequent Flyer Number:** [REDACTED]**Number of Stops:** 0**Additional Messages**

FOR 24X7 Travel Reservations

Please Call 1-855-431-2417

Domestic Flights - A Valid Government Issued Photo Id
Is Mandatory.

Please Check In 90 Minutes Prior To Departure.

All International Destinations - Additional Documents
Such As A Visa May Also Be Required. Please Reconfirm
Flights With The Airline 72 Hours Prior To Departure.Please Check In 2-3 Hours Prior To Departure
Depending On Destination. Check With Our Office For
Complete Instructions.Tickets May Be Non-Refundable, Non-Endorsable
Non-Changeable And Only Valid On The Same Carriers.
Changes May Result In Penalties And Additional Fees.
Some Fare Restrictions Require Changes Be Made
Prior To Departure Date And Time Or The Ticket Will
Have No Future Exchange Value.

Tickets May Be Non-Refundable, Non-Endorsable
Non-Changeable And Only Valid On The Same Carriers.
Changes May Result In Penalties And Additional Fees.
Some Fare Restrictions Require Changes Be Made
Prior To Departure Date And Time Or The Ticket Will
Have No Future Exchange Value.

Trip Name-Gmf Meeting Dinner MAY 8-10 2018

This Ticket Is Nonrefundable. Changes Or Cancellations
Must Be Made Prior To Scheduled Flight Departure
All Changes Must Be Made On Same Carrier And Will Be
Subject To Service Fee And Difference In Airfare**IMPORTANT INFORMATION**For important information regarding your booking, in particular, in relation to the conditions applying to your booking,
managing your booking and travel advisory, please refer to www.amexglobalbusinesstravel.com/booking-info.American Express Global Business Travel (GBT) is a joint venture that is not wholly-owned by American Express Company
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American Express logo are trademarks of American Express, and are used under limited license.

O'Hare International Airport
PO Box 66179, Chicago, IL 60666
Tel: (773) 686-7530

Receipt no 6601/0608/608 05/10/18 P.1/1

Pay Parkins Ticket \$ 82.00
#7800011138128450270
In: 05/08/18 12:30
Out: 05/10/18 12:32
Duration: 2 Dy. 0 Hr. 2 Min.

Total Amount \$ 82.00

Credit Mastercard \$ 82.00
XXXX XXXX XXXX 7884

RECEIPT

847104

736624



**COLLEGE OF DuPAGE
SPECIAL BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Approval for Board Vice Chairman, Frank Napolitano, to attend the Association of Community College Trustees, (ACCT), Leadership Congress in New York, October 24-27, 2018; and for the College of DuPage to reimburse expenses up to \$1,500.00.

2. **REASON FOR CONSIDERATION**

In accordance with provisions of Board Policy 5-195, Trustee Education and Attendance at Conferences, Board approval is required.

3. **BACKGROUND INFORMATION**

On November 7, 2016 the ACCT appointed Frank Napolitano to the Public Policy and Advocacy Committee. Trustee Napolitano was re-appointed to the Committee on November 3, 2017.

In addition, Vice Chairman Napolitano has been asked to present "Making Student Success a Financial Priority" with Budget Manager Robert Hayley at this conference. Note: a Trustee must be a member of the presentation team.

The requested \$1,500.00 will cover the registration for the conference at the early bird rate of \$940.00. (The early bird rate ends August 17, 2018.) This will also help cover airfare and hotel accommodations. Anything above the \$1,500.00 will be covered at Trustee Napolitano's expense

The request complies with Board Policy.

Budget Status

GL Account	FY2018	FY2019 - Proposed		
	YTD Spend	Annual Budget	YTD Spend	Available Balance
01-90-00813-5503001	\$ 2,668	\$ 6,000	\$ -	\$ 6,000
<i>Board of Trustees: Travel - Out of State</i>				
		FY2019 Request	\$ 1,500	

**FY2019 Budget not yet adopted. YTD Spend as of 06/19/2018.*

4. **RECOMMENDATION**

That the Board of Trustees approves Board Vice Chairman, Frank Napolitano, to attend the Association of Community College Trustees, (ACCT), Leadership Congress in New York October 24-27, 2018; and for College of DuPage to reimburse allowable expenses up to \$1,500.00.

BOARD APPROVAL

SIGNATURE PAGE

Board Vice Chairman attend the Association of Community College Trustees, (ACCT),
Leadership Congress in New York October 24-27, 2018

ITEM(S) ON REQUEST

That the Board of Trustees approves Board Vice Chairman, Frank Napolitano, attend the Association of Community College Trustees, (ACCT), Leadership Congress in New York October 24-27, 2018; and for the College of DuPage to reimburse allowable expenses up to \$1,500.00.

Board Chair

Date

Board Secretary

Date



**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**
Personnel Actions.

2. **REASON FOR CONSIDERATION**
Board Action is required to ratify and approve personnel actions.

3. **BACKGROUND INFORMATION**
 - a) Ratification of Administrator Appointments
 - b) Ratification of Faculty Appointments
 - c) Ratification of Administrator Resignations / Terminations
 - d) Ratification of FOP Retirements

4. **RECOMMENDATION**
That the Board of Trustees ratifies the Administrator Appointments, Faculty Appointments, Administrator Resignations / Terminations and FOP Retirements.

Staff Contact: Mia Igyarto, Interim Vice President, Human Resources

Item 7yy
June 21, 2018

APPOINTMENTS

<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>Start Date</u>	<u>Type</u>	<u>Salary</u>
<u>ADMINISTRATOR</u>					
Debra Gurney	Director, Nursing	Biology and Health Sciences	07/02/2018	New Hire Full Time	\$107,000
Lilianna Kalin	Assistant General Counsel, Labor Relations & Employment	General Counsel	07/09/2018	New Hire Full Time	\$145,000
Greg McVey	Director, Athletics and Recreational Programs	Athletics	07/02/2018	New Hire Full Time	\$110,000
<u>FACULTY</u>					
Frank Balestri	Instructor, Horticulture	Horticulture	08/15/2018	New Hire Full Time	\$56,667
Shelly Mocchi	Instructor, Interior Design	Interior Design	08/15/2018	New Hire Full Time	\$59,598
Amanda Musacchio	Instructor, Library and Information Technology	Library & Information Tech	08/15/2018	New Hire Full Time	\$59,598
Eva Stevens	Instructor, Fashion Studies	Arts, Communication & Hospitality	08/15/2018	New Hire Full Time	\$59,598

RESIGNATIONS / TERMINATIONS

<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>End Date</u>	<u>Type</u>	<u>Years of Service</u>
<u>ADMINISTRATOR</u>					
Mark Collins	Associate Dean Adjunct Faculty Support	Academic Affairs	06/18/2018	Resignation	6 Yrs. 7 Mos.

RETIREMENTS

<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>End Date</u>	<u>Type</u>	<u>Years of Service</u>
<u>FOP</u> Thomas Niketopoulos	Sergeant	Police Department	06/09/2019*	Retirement	26 Yrs. 5 Mos.

**Retirement date correction; originally approved at December 14, 2017 Board Meeting.*

Board of Trustees of College of DuPage
Administrator's Employment Contract

This agreement, entered into by and between the Board of Trustees of College of DuPage District 502, hereinafter referred to as the "Board" and Debra Gurney hereinafter referred to as the "Administrator;"

WITNESSETH:

Whereas, the College's President has recommended the Administrator's appointment as Director Nursing of College of DuPage and the Board has approved such recommendation;

Now, therefore, it is agreed by and between the Board and the Administrator as follows:

1. The Administrator is appointed Director, Nursing of College of DuPage from July 2, 2018 to June 30, 2019. The Administrator will perform the duties and carry out the responsibilities of the position, as specified in Board Policy and the Job Description and such other related duties as are assigned from time to time by or at the direction of the President and/or the Board of Trustees, in accordance with Board Policy pertaining to Administrative Assignments.

In consideration for services rendered by the Administrator, the Board shall pay the Administrator at an annual salary of \$107,000.00 in accordance with the Board's salary policies and procedures and the conditions therefore, currently in effect or as may hereafter be modified. This salary shall be for the period July 2, 2018 through June 30, 2019.

2. The employee shall be entitled to all benefits provided for this Administrative position. Nothing in this Contract or any Board Policy limits the right of the Board to change or reduce any benefit(s) under this Contract or under any Board Policy during the term of this Contract.

As an employee of the College of DuPage, you will be participating in the State Universities Retirement System (SURS). Currently, employees contribute 8% of their gross compensation to SURS plus .5% of their gross compensation to SURS health insurance on a pretax basis. Employees of College of DuPage do not pay into Social Security except for the 1.45% contribution toward Medicare. If you are not a current SURS annuitant but your status changes, you are required to immediately notify the office of Human Resources. Failure to do so may result in penalties up to and including termination of employment.

3. The Administrator's employment may be terminated whenever, in the discretion of the President or designee, the Administrator has failed to meet the performance expectations set by the College. Additionally, an Administrator's employment may be terminated for cause, including but not limited to, violation of any College policy, procedure, rule or regulation or commission of any unlawful act or other inappropriate or unprofessional conduct including but not limited to:
 - Willful misconduct with regard to the employer
 - Refusal to perform the employee's duties or to follow the written direction of the Board or the Administration
 - Commission of a crime involving dishonesty or fraud
 - Abuse of alcohol or drugs
 - Gross malfeasance or nonfeasance
 - Insubordination and/or failure to follow directions
 - Gross negligence in the performance of the employee's duties
4. The College may terminate this Contract prior to the end of the Contract term for reasons not stated in Paragraph 3, above. In the event of termination of the Contract for reasons not set forth in Paragraph 3, above, the employee shall be eligible for a severance payment in an amount not to exceed one (1) year as

provided in the Community College Act Section 3-65, as amended, or an amount not to exceed 75% of the annual base salary under this Contract, determined at the sole discretion of the College.

5. Applicable Law and Policies:
 - a. This Contract will not be construed to contradict or violate any applicable federal or state law. Any provision herein that contradicts any applicable law will be considered null and void without invalidating the remainder of this agreement.
 - b. All polices of the Board of Trustees currently in effect and as modified or adopted hereafter are hereby incorporated into this agreement.
 - c. Notwithstanding any current provision in Board Policy or the Administrative Procedure Manual, employee has no right to any rollover or automatic extension of this Contract for any time-period beyond the term approved by the Board. The employee understands that any right to a rollover of this Contract that might arise under Board Policy or the Administrative Procedure Manual, without specific action by the Board would be inconsistent with the Community College Act Section 3-65, as amended.

6. This agreement shall not be effective unless approved by the Board of Trustees in accordance with the Community College Act Section 3-65, as amended, and executed by the Administrator. The Administrator must return the executed agreement to the Human Resources Department within ten (10) days of its approval by the Board of Trustees.

Dated and returned this _____ day of _____ 2018 by:

Administrator

Board of Trustees approval received at the meeting of the Board of Trustees on June 21, 2018

On the behalf of the Board of Trustees,
College of DuPage Community College District #502,
Counties of DuPage, Cook and Will,
State of Illinois

President

Board of Trustees of College of DuPage
Administrator's Employment Contract

This agreement, entered into by and between the Board of Trustees of College of DuPage District 502, hereinafter referred to as the "Board" and Lilianna Kalin hereinafter referred to as the "Administrator;"

WITNESSETH:

Whereas, the College's President has recommended the Administrator's appointment as Assistant General Counsel, Labor Relations and Employment of DuPage and the Board has approved such recommendation;

Now, therefore, it is agreed by and between the Board and the Administrator as follows:

1. The Administrator is appointed Assistant General Counsel, Labor Relations and Employment of College of DuPage from July 9, 2018 to June 30, 2019. The Administrator will perform the duties and carry out the responsibilities of the position, as specified in Board Policy and the Job Description and such other related duties as are assigned from time to time by or at the direction of the President and/or the Board of Trustees, in accordance with Board Policy pertaining to Administrative Assignments.

In consideration for services rendered by the Administrator, the Board shall pay the Administrator at an annual salary of \$145,000 in accordance with the Board's salary policies and procedures and the conditions therefore, currently in effect or as may hereafter be modified. For the current fiscal year, your appointment begins July 9, 2018 and ends June 30, 2019. Your salary for this appointment period will be determined by pro-rating your annual salary for the time period between July 9, 2018 and June 30, 2019. The pro-rated amount is \$142,211.53.

2. The employee shall be entitled to all benefits provided for this Administrative position. Nothing in this Contract or any Board Policy limits the right of the Board to change or reduce any benefit(s) under this Contract or under any Board Policy during the term of this Contract.

As an employee of the College of DuPage, you will be participating in the State Universities Retirement System (SURS). Currently, employees contribute 8% of their gross compensation to SURS plus .5% of their gross compensation to SURS health insurance on a pretax basis. Employees of College of DuPage do not pay into Social Security except for the 1.45% contribution toward Medicare. If you are not a current SURS annuitant but your status changes, you are required to immediately notify the office of Human Resources. Failure to do so may result in penalties up to and including termination of employment.

3. The Administrator's employment may be terminated whenever, in the discretion of the President or designee, the Administrator has failed to meet the performance expectations set by the College. Additionally, an Administrator's employment may be terminated for cause, including but not limited to, violation of any College policy, procedure, rule or regulation or commission of any unlawful act or other inappropriate or unprofessional conduct including but not limited to:

- Willful misconduct with regard to the employer
- Refusal to perform the employee's duties or to follow the written direction of the Board or the Administration
- Commission of a crime involving dishonesty or fraud
- Abuse of alcohol or drugs
- Gross malfeasance or nonfeasance
- Insubordination and/or failure to follow directions
- Gross negligence in the performance of the employee's duties

4. The College may terminate this Contract prior to the end of the Contract term for reasons not stated in Paragraph 3, above. In the event of termination of the Contract for reasons not set forth in Paragraph 3,

above, the employee shall be eligible for a severance payment in an amount not to exceed one (1) year as provided in the Community College Act Section 3-65, as amended, or an amount not to exceed 75% of the annual base salary under this Contract, determined at the sole discretion of the College.

5. Applicable Law and Policies:
 - a. This Contract will not be construed to contradict or violate any applicable federal or state law. Any provision herein that contradicts any applicable law will be considered null and void without invalidating the remainder of this agreement.
 - b. All policies of the Board of Trustees currently in effect and as modified or adopted hereafter are hereby incorporated into this agreement.
 - c. Notwithstanding any current provision in Board Policy or the Administrative Procedure Manual, employee has no right to any rollover or automatic extension of this Contract for any time-period beyond the term approved by the Board. The employee understands that any right to a rollover of this Contract that might arise under Board Policy or the Administrative Procedure Manual, without specific action by the Board would be inconsistent with the Community College Act Section 3-65, as amended.

6. This agreement shall not be effective unless approved by the Board of Trustees in accordance with the Community College Act Section 3-65, as amended, and executed by the Administrator. The Administrator must return the executed agreement to the Human Resources Department within ten (10) days of its approval by the Board of Trustees.

Dated and returned this _____ day of _____ 2018 by:

Administrator

Board of Trustees approval received at the meeting of the Board of Trustees on June 21, 2018

On the behalf of the Board of Trustees,
College of DuPage Community College District #502,
Counties of DuPage, Cook and Will,
State of Illinois

President

Board of Trustees of College of DuPage
Administrator's Employment Contract

This agreement, entered into by and between the Board of Trustees of College of DuPage District 502, hereinafter referred to as the "Board" and Greg McVey hereinafter referred to as the "Administrator;"

WITNESSETH:

Whereas, the College's President has recommended the Administrator's appointment as Director, Athletics and Recreational Programs of College of DuPage and the Board has approved such recommendation;

Now, therefore, it is agreed by and between the Board and the Administrator as follows:

1. The Administrator is appointed Director, Athletics and Recreational Programs of College of DuPage from July 2, 2018 to June 30, 2019. The Administrator will perform the duties and carry out the responsibilities of the position, as specified in Board Policy and the Job Description and such other related duties as are assigned from time to time by or at the direction of the President and/or the Board of Trustees, in accordance with Board Policy pertaining to Administrative Assignments.

In consideration for services rendered by the Administrator, the Board shall pay the Administrator at an annual salary of \$110,000.00 in accordance with the Board's salary policies and procedures and the conditions therefore, currently in effect or as may hereafter be modified. This salary shall be for the period July 2, 2018 through June 30, 2019.

2. The employee shall be entitled to all benefits provided for this Administrative position. Nothing in this Contract or any Board Policy limits the right of the Board to change or reduce any benefit(s) under this Contract or under any Board Policy during the term of this Contract.

As an employee of the College of DuPage, you will be participating in the State Universities Retirement System (SURS). Currently, employees contribute 8% of their gross compensation to SURS plus .5% of their gross compensation to SURS health insurance on a pretax basis. Employees of College of DuPage do not pay into Social Security except for the 1.45% contribution toward Medicare. If you are not a current SURS annuitant but your status changes, you are required to immediately notify the office of Human Resources. Failure to do so may result in penalties up to and including termination of employment.

3. The Administrator's employment may be terminated whenever, in the discretion of the President or designee, the Administrator has failed to meet the performance expectations set by the College. Additionally, an Administrator's employment may be terminated for cause, including but not limited to, violation of any College policy, procedure, rule or regulation or commission of any unlawful act or other inappropriate or unprofessional conduct including but not limited to:
 - Willful misconduct with regard to the employer
 - Refusal to perform the employee's duties or to follow the written direction of the Board or the Administration
 - Commission of a crime involving dishonesty or fraud
 - Abuse of alcohol or drugs
 - Gross malfeasance or nonfeasance
 - Insubordination and/or failure to follow directions
 - Gross negligence in the performance of the employee's duties
4. The College may terminate this Contract prior to the end of the Contract term for reasons not stated in Paragraph 3, above. In the event of termination of the Contract for reasons not set forth in Paragraph 3, above, the employee shall be eligible for a severance payment in an amount not to exceed one (1) year as

provided in the Community College Act Section 3-65, as amended, or an amount not to exceed 75% of the annual base salary under this Contract, determined at the sole discretion of the College.

5. Applicable Law and Policies:
 - a. This Contract will not be construed to contradict or violate any applicable federal or state law. Any provision herein that contradicts any applicable law will be considered null and void without invalidating the remainder of this agreement.
 - b. All polices of the Board of Trustees currently in effect and as modified or adopted hereafter are hereby incorporated into this agreement.
 - c. Notwithstanding any current provision in Board Policy or the Administrative Procedure Manual, employee has no right to any rollover or automatic extension of this Contract for any time-period beyond the term approved by the Board. The employee understands that any right to a rollover of this Contract that might arise under Board Policy or the Administrative Procedure Manual, without specific action by the Board would be inconsistent with the Community College Act Section 3-65, as amended.

6. This agreement shall not be effective unless approved by the Board of Trustees in accordance with the Community College Act Section 3-65, as amended, and executed by the Administrator. The Administrator must return the executed agreement to the Human Resources Department within ten (10) days of its approval by the Board of Trustees.

Dated and returned this _____ day of _____ 2018 by:

Administrator

Board of Trustees approval received at the meeting of the Board of Trustees on June 21, 2018

On the behalf of the Board of Trustees,
College of DuPage Community College District #502,
Counties of DuPage, Cook and Will,
State of Illinois

President

COLLEGE of DUPAGE

PERSONNEL DATA FOR RECOMMENDATION TO BOARD OF TRUSTEES

CANDIDATE: Frank Balestri

POSITION: Instructor, Horticulture

PREPARATION: MS Horticulture,
Iowa State University, 2015

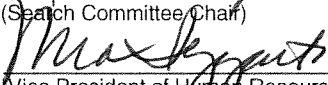
MAJOR AREAS: Horticulture

EXPERIENCE: Morton Arboretum
Research Assistant
2016-Current
Chicago Botanic Garden
Collections Specialist/Research Associate
2015-2016
Iowa State University
Graduate Teaching Assistant
2013-2015

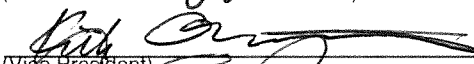
RECOMMENDED BY:



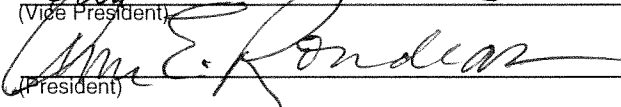
(Search Committee Chair)



(Vice President of Human Resources)



(Vice President)



(President)

RANK AND SALARY: Range A, Step 4: \$56,667

DATE OF HIRE: August 15, 2018

COLLEGE of DUPAGE
POSITION STATISTICS FOR RECOMMENDED CANDIDATE

POSITION: Instructor, Horticulture

DEPARTMENT: Horticulture

CANDIDATE: Frank Balestri

SEARCH COMMITTEE: Kristine Fay, Brian Clement, Amy Hull, Mary Rojas Carlson,
Javed Iqbal

ADVERTISEMENTS:

SOURCE	DATE
Inside Higher Ed	11/2017,12/2017
Chronicle of Higher Education	11/2017
Diverse Education	11/2017
Diversity Jobs	11/2017
Professional Diversity Network	12/2017
American Horticulture	12/2017
Jobs in Horticulture	12/2017

DIVERSITY RECRUITMENT:


CANDIDATE POOL	STATS
Number of candidates	15
Number of candidates who did not meet minimum requirements	9
Self-identified diverse candidates	0
Number of candidates interviewed	4
Number of diverse candidates interviewed	0

COLLEGE of DUPAGE


PERSONNEL DATA FOR RECOMMENDATION TO BOARD OF TRUSTEES

CANDIDATE: Shelly Mocchi
POSITION: Instructor, Interior Design
PREPARATION: BFA Interior Design,
Illinois Institute of Art, 1999
MAJOR AREAS: Interior Design
EXPERIENCE: College of DuPage
Adjunct Faculty
2002-Current
Marc Realty
Senior Interior Designer
1999-2004
Ethan Allen
Design Consultant
1996-1998

RECOMMENDED BY:



(Search Committee Chair)



(Vice President of Human Resources)



(Vice President)



(President)

RANK AND SALARY: Range A, Step 5: \$59,598

DATE OF HIRE: August 15, 2018

COLLEGE of DUPAGE
POSITION STATISTICS FOR RECOMMENDED CANDIDATE

POSITION: Instructor, Interior Design

DEPARTMENT: Arts, Communication and Hospitality

CANDIDATE: Shelly Mocchi

SEARCH COMMITTEE: Charles Boone, Carla Johnson, Jane Kielb, Jane Ostergaard,
Mark Pearson

ADVERTISEMENTS:

SOURCE	DATE
Inside Higher Ed	11/2017
Chronicle of Higher Education	11/2017
Diverse Education	11/2017
Diversity Jobs	11/2017
Professional Diversity Network	12/2017
American Society of Interior Designers	12/2017
Interior Design.net	12/2017

DIVERSITY RECRUITMENT:

CANDIDATE POOL	STATS
Number of candidates	13
Number of candidates who did not meet minimum requirements	6
Self-identified diverse candidates	0
Number of candidates interviewed	3
Number of diverse candidates interviewed	0

COLLEGE of DUPAGE

PERSONNEL DATA FOR RECOMMENDATION TO BOARD OF TRUSTEES

CANDIDATE: Amanda Musacchio

POSITION: Instructor, Library and Information Technology

PREPARATION: MS Library and Information Science,
University of Illinois at Urbana-Champaign, 2011

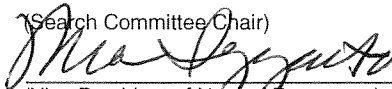
MAJOR AREAS: Library and Information Science

EXPERIENCE: College of DuPage
Adjunct Faculty
2014-Current
National-Lewis University
Adjunct Faculty
2013-2017
Adler University
Access Services Librarian
2009-2014

RECOMMENDED BY:



(Search Committee Chair)



(Vice President of Human Resources)



(Vice President)



(President)

RANK AND SALARY: Range A, Step 5: \$59,598

DATE OF HIRE: August 15, 2018

COLLEGE of DUPAGE
POSITION STATISTICS FOR RECOMMENDED CANDIDATE

POSITION: Instructor, Library and Information Technology

DEPARTMENT: Social/Behavioral Science and Library

CANDIDATE: Amanda Musacchio

SEARCH COMMITTEE: Marianne Hunnicutt, Shannon Brown, Mary Konkel, Colin Koteles,
Carol Sturz

ADVERTISEMENTS:

SOURCE	DATE
Chronicle	1/2018, 3/2018
Higher Ed Job	1/2018, 3/2018
ALA	2/2018
RAILS	2/2018
Hispanics in Higher Ed	2/2018
Asians in Higher Ed	2/2018
Blacks in Higher Ed	2/2018

DIVERSITY RECRUITMENT:

CANDIDATE POOL	STATS
Number of candidates	34
Number of candidates who did not meet minimum requirements	2
Self-identified diverse candidates	2
Number of candidates interviewed	4
Number of diverse candidates interviewed	0

COLLEGE of DUPAGE

PERSONNEL DATA FOR RECOMMENDATION TO BOARD OF TRUSTEES

CANDIDATE: Eva Stevens


POSITION: Instructor, Fashion Studies

PREPARATION: BFA Fashion Design,
International Academy of Design and Technology,
2003


MAJOR AREAS: Fashion Design

EXPERIENCE: College of DuPage
Adjunct Faculty
2009-Current
Columbia College
Adjunct Faculty
2007-Current
I.B. Diffusion
Designer
1985-1991

RECOMMENDED BY:



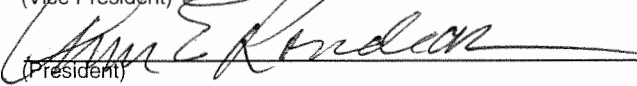
(Search Committee Chair)



(Wide President of Human Resources)



(Vice President)



(President)

RANK AND SALARY: Range A, Step 5: \$59,598

DATE OF HIRE: August 15, 2018

COLLEGE of DUPAGE
POSITION STATISTICS FOR RECOMMENDED CANDIDATE

POSITION: Instructor, Fashion Studies

DEPARTMENT: Arts, Communication and Hospitality

CANDIDATE: Eva Stevens

SEARCH COMMITTEE: Chuck Boone, Kathleen Baum, Jane Murtaugh, Kenneth Orenic

ADVERTISEMENTS:

SOURCE	DATE
Chronicle	11/2017
Inside Higher Ed	11/2017, 12/2017
Diversity Jobs	11/2017
Diverse Education	11/2017
Professional Diversity Network	12/2017

DIVERSITY RECRUITMENT:

CANDIDATE POOL	STATS
Number of candidates	18
Number of candidates who did not meet minimum requirements	2
Self-identified diverse candidates	5
Number of candidates interviewed	2
Number of diverse candidates interviewed	1



**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. SUBJECT

Financial Reports: Treasurer's Report, Payroll Report, Accounts Payable Report, All Disbursements Excluding Payroll, and Budget Transfer Report.

2. REASON FOR CONSIDERATION

Regarding orders and bills consistent with Section 3-27 of the Illinois Public Community College Act, Policy 10-65 requires that checks for items not previously approved by the Board shall require individual approval by the Board of Trustees for amounts of \$15,000 or over. We have listed all items for the month, including those over \$15,000, which will include the small subset of items over \$15,000 which is consistent with Section 3-27 of the Illinois Public Community College Act and not previously approved by the Board.

3. BACKGROUND INFORMATION

- (a) Treasurer's Report – The Treasurer's Report goes to the Board for approval every month except July. The Treasurer's Report includes the receipts and disbursements for each month on strictly a cash basis.
- (b) Payroll Report – This report includes disbursements from accounts payable related to Payroll items including taxes, SURS and benefits greater than \$15,000. This report is presented to the Board for approval each month.
- (c) Accounts Payable Report – This report includes all Accounts Payable disbursements greater than \$15,000 excluding payroll items included in the Payroll Report. This report is presented to the Board for approval each month.
- (d) All Disbursements Excluding Payroll – This report includes all disbursements for the month excluding personal payroll disbursements.

- (e) Budget Transfer Report – This report is presented to the Board for approval on a monthly basis. The budget transfer report lists the funds, descriptions, amounts and reasons for the budget transfer.
- (f) Legal, Professional, and Search Fees - Request approval for payment of Legal Fees, Professional Fees and Search Fees. This report is presented to the Board for approval each month.
- (g) Travel Expense/Requests- Estimated travel expenses that exceed the maximum allowable rates set forth in Exhibit A of Administrative Procedure 10-190, or total estimated travel expenses that exceed \$5,000 or \$15,000 for group travel, must be approved by the Board by roll call vote at an open meeting. If estimated travel expenses are below the maximum allowable rates but actually incurred expenses end up exceeding the maximum allowable rates, the expenses must be approved by the Board by roll call vote at an open meeting prior to reimbursement. This report is presented to the Board for approval each month.

4. RECOMMENDATION

That the Board of Trustees approves the Treasurer's Report, Payroll Report, Accounts Payable Report, All Disbursements Excluding Payroll and Budget Transfer Report.

Staff Contact: Brian Caputo, VP Administration, CFO and Treasurer
Scott Brady, Controller

BOARD APPROVAL

SIGNATURE PAGE FOR
FINANCIAL REPORTS

ITEM(S) ON REQUEST

THAT THE BOARD OF TRUSTEES APPROVES THE FINANCIAL REPORTS FOR THE PERIOD ENDED
MAY 31, 2018.

BOARD CHAIR

DATE

SECRETARY

DATE

College of Dupage
Community College District No. 502
Treasurer's Report as of 5/31/2018

Chase Concentration and Credit Card Accounts

Beginning Balance	\$	14,612,741
Current Activity		
Cash Receipts		6,280,125
Cash Disbursements		(27,790,041)
Wire Transfers/Bank Charges/Voids		27,258,619
Payroll		(6,156,436)
Total Monthly Activity		(407,733)
Ending Balance	\$	14,205,008

Cash

Chase Concentration Account	\$	12,756,711
Chase Credit Card Account		1,448,297
Total Cash	\$	14,205,008

Disbursement Summary

Invoices less than \$15,000		
Checks - Vendors	\$	528,196
Echecks - Vendors		797,094
ACH transfers - Vendors		3,099
Wire transfers - Vendors		31,700
Sub-total Vendors	\$	1,360,089

Checks - Employees	\$	42,247
Echecks - Employees		139,862
Sub-total Employees	\$	182,108

Checks - Student Refunds	\$	176,791
E-commerce - Student Refunds		327,482
Sub-total Students	\$	504,273

Total Invoices less than \$15,000	\$	2,046,470
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% Electronic 63.49%

Invoices \$15,000 or more		
Checks - Vendors	\$	309,405
Echecks - Vendors		3,053,013
ACH transfers - Vendors		1,489,856
Wire transfers - Vendors		20,891,297
Total invoices \$15,000 or more	\$	25,743,571

% Electronic 98.8%

Total Cash Disbursements	\$	27,790,041
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Invoices \$15,000 or more		
Payroll Related	\$	2,403,207
Accounts Payable Related	\$	23,340,364
Total Invoices \$15,000 or more	\$	25,743,571

College of DuPage
Community College District No. 502
PAYROLL REPORT
CASH DISBURSEMENTS GREATER THAN \$15,000

Payroll - May 2018

	Gross	Net
Direct Deposits	\$8,639,864.51	\$6,002,015.78
Checks	\$207,710.30	\$154,420.18
Total Payroll	\$8,847,574.81	\$6,156,435.96

% Electronic

97.5%

Payroll Related Disbursements: Withholdings and Taxes
Grand Total Payroll Disbursements

Payroll Disbursements - May 2018

CHECK NUMBER	CHECK DATE	PAYEE NAME	DESCRIPTION	AMOUNT
IM*A695	05/10/18	Department of Treasury	Withholding Tax - Federal 5/11/18 Payroll	\$458,810.48
IM*A701	05/24/18	Department of Treasury	Withholding Tax - Federal 5/25/18 Payroll	\$458,215.50
IM*E0067068	05/10/18	DuPage Credit Union	Credit Union - PR Deduction 5/11/18	\$28,938.89
IM*E0067344	05/24/18	DuPage Credit Union	Credit Union - PR Deduction 5/25/18	\$25,566.86
IM*A697	05/10/18	IDES-Magnetic Media Unit	Withholding Tax - State 5/11/18 Payroll	\$185,887.70
IM*A702	05/24/18	IDES-Magnetic Media Unit	Withholding Tax - State 5/25/18 Payroll	\$174,690.56
IM*A694	05/02/18	Navia Benefit Solutions	HSA Employee/COD Contribution 4/27/18 Payroll	\$29,165.27
IM*A698	05/15/18	Navia Benefit Solutions	HSA Employee/COD Contribution 5/11/18 Payroll	\$29,065.27
IM*A703	05/29/18	Navia Benefit Solutions	HSA Employee/COD Contribution 5/25/18 Payroll	\$25,848.15
IM*E0067069	05/10/18	SURS-State University Retirement System	Employee Retirement Contributions - 5/11/18 Payroll	\$369,223.77
IM*E0067345	05/24/18	SURS-State University Retirement System	Employee Retirement Contributions - 5/25/18 Payroll	\$346,398.35
IM*E0067070	05/10/18	Valic Retirement Services	Annuities - PR Deduction 5/11/18 Payroll	\$143,350.88
IM*E0067346	05/24/18	Valic Retirement Services	Annuities - PR Deduction 5/25/18 Payroll	\$128,045.29
TOTAL				\$2,403,206.98

C. Accounts Payable

College of DuPage
Community College District No. 502
ACCOUNTS PAYABLE REPORT
CASH DISBURSEMENTS GREATER THAN \$15,000
May 2018 Disbursements

Accounts Payable Disbursements - May 2018

CHECKS ISSUED DURING ACCOUNTING MONTH - May 2018 FOR INVOICES GREATER THAN \$15,000

CHECK NUMBER	CHECK DATE	PAYEE NAME	DESCRIPTION	AMOUNT
IM*0235313	05/03/18	Capitol Steps	Other Contractual Services Expense	\$22,500.00
IM*0235328	05/08/18	Reliance Standard Life Insurance Company	Life Insurance Premium April 2018	\$46,783.76
IM*0235727	05/09/18	Dupage County Collector	Other Fixed Charges Expense	\$20,310.66
IM*0235728	05/09/18	Dupage County Collector	Other Fixed Charges Expense	\$28,243.01
IM*0235795	05/14/18	American Express Travel Related Services Co., Inc.	Travel - Out of State	\$46,047.33
IM*0235841	05/22/18	Dynegy Energy Services, LLC	Electricity Expense	\$128,239.31
IM*0235955	05/31/18	Edward Occupational Health	Instructional Service Contracts	\$17,280.00
IM*A694	05/02/18	Navia Benefit Solutions	Employee Retirement Contributions	\$1,000.00
IM*A695	05/10/18	Department of Treasury	Withholding Tax - Federal	\$64,806.17
IM*A698	05/15/18	Navia Benefit Solutions	Employee Retirement Contributions	\$2,000.00
IM*A701	05/24/18	Department of Treasury	Withholding Tax - Federal	\$60,369.72
IM*E0066935	05/04/18	The Paper Corporation	Office Supplies	\$20,664.00
IM*E0066937	05/08/18	Community College Health Consortium	Medical HD Premium - April 2018	\$1,144,295.52
IM*E0066938	05/08/18	Delta Dental of Illinois	Dental PPO Premium April 2018	\$56,898.95
IM*E0066939	05/08/18	Vision Service Plan - (IV)	Vision Signature Premium - April 2018	\$15,659.73
IM*E0067022	05/09/18	Touchnet Information Systems, Inc.	IT Maintenance Services	\$21,902.04
IM*E0067069	05/10/18	SURS-State University Retirement System	Employee Retirement Contributions	\$29,811.33
IM*E0067071	05/10/18	DAOES	Funds Held in Custody of Others	\$499,342.00
IM*E0067072	05/11/18	Commercial Alarm Systems	Facilities Maintenance Service Expense	\$20,500.00
IM*E0067073	05/11/18	CPP Inc.	Instructional Service Contracts	\$15,702.36
IM*E0067074	05/11/18	Legat Architects	Architectural Services Expense	\$26,398.80
IM*E0067075	05/11/18	Vortex Commercial Flooring, Inc.	Other Contractual Services Expense	\$24,890.00
IM*E0067345	05/24/18	SURS-State University Retirement System	Employee Retirement Contributions	\$17,404.66
IM*E0067348	05/24/18	Nicor Enerchange	Gas Expense	\$44,538.82
IM*E0067349	05/29/18	IACE Travel	International Travel - Field Studies	\$32,892.00
IM*E0067350	05/29/18	Village of Glen Ellyn, Illinois	Water - Sewage Expense	\$22,620.71
IM*E0067432	05/31/18	Zehnder Communications, Inc.	Advertising Expense	\$17,967.47
IM*W517	05/02/18	Moody's Investors Service	Rating and Agency Services	\$24,225.00
IM*W518	05/02/18	Standard & Poor's Financial Services, LLC	Rating and Agency Services	\$24,480.00
IM*W523	05/08/18	Residencias Magarel S.I.	International Travel - Field Studies	\$18,448.52
IM*W528	05/15/18	Costa Rican Language Academy	International Travel - Field Studies	\$41,385.00
IM*W529	05/24/18	DID Deutsch-Institut Worldwide	International Travel - Field Studies	\$23,337.33
IM*W530	05/29/18	Sienalingue Srl.	International Travel - Field Studies	\$37,301.44
IM*W531	05/24/18	Kyoto International Academy	International Travel - Field Studies	\$32,200.00
IM*W532	05/24/18	Amalgamated Bank of Chicago	Bond Principal and Interest	\$20,689,918.34
TOTAL				\$23,340,363.98

Purchases for approval to be paid in June

Precision Painting & Decorating	Services for painting and repairing cracks - Arena ceiling.	\$21,140.00
USPS - St. Charles	Postage for MAC season brochure	\$25,705.00
TOTAL		\$46,845.00

D. All Disbursements Excluding Payroll
 College of DuPage
 Community College District No. 502
 ACCOUNTS PAYABLE AND PAYROLL REPORT
 CASH DISBURSEMENTS
 May 31, 2018

CHECKS ISSUED DURING ACCOUNTING MONTH - May 2018

Check number sequence order excludes checks issued to students which results in check number sequence gaps. All students are covered under the Family Educational Rights and Privacy Act (FERPA). Checks listed include payroll cash disbursements made to vendors and government agencies for employee payroll deductions.

To view invoices on line, click the hyperlink below to take you to the College's home page.
http://www.cod.edu/about/office_of_the_president/planning_and_reporting_documents/invoices.aspx
 Click "About COD"; then click "COD Financial Documents"; then click Third Party Invoices and select a month

AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	4IMPRINT, Inc.	5/30/2018	IM*E0067354	\$ 3,279.76	Advertising Expense
Invoice <\$15,000	4IMPRINT, Inc.	5/23/2018	IM*E0067230	\$ 1,385.20	Instructional Supplies
Invoice <\$15,000	4IMPRINT, Inc.	5/16/2018	IM*E0067085	\$ 9,657.87	Instructional Supplies
Invoice <\$15,000	4IMPRINT, Inc.	5/2/2018	IM*E0066802	\$ 2,492.69	Instructional Supplies
Invoice <\$15,000	A Freedom Flag, Company	5/30/2018	IM*E0067355	\$ 907.85	Office Supplies
Invoice <\$15,000	A Freedom Flag, Company	5/9/2018	IM*E0066949	\$ 116.00	Other Contractual Services Expense
Invoice <\$15,000	ABC-CLIO, Inc.	5/9/2018	IM*0235370	\$ 268.50	Books and Binding Costs
Invoice <\$15,000	ABT Electronics	5/9/2018	IM*0235371	\$ 1,140.38	Maintenance Supplies
Invoice <\$15,000	Accurate Document Destruction, Inc.	5/9/2018	IM*0235372	\$ 233.43	Gas Expense
Invoice <\$15,000	ACT, Inc.	5/16/2018	IM*E0067086	\$ 180.00	Instructional Service Contracts
Invoice <\$15,000	Adam Popper	5/9/2018	IM*0235638	\$ 250.00	Funds Held in Custody of Others
Employee Reimb	Adam Wasilewski	5/10/2018	IM*0235772	\$ 473.81	Conference/Meeting Expense - Local
Invoice <\$15,000	Adams Communications Consulting, Inc.	5/9/2018	IM*0235374	\$ 1,000.00	Instructional Service Contracts
Employee Reimb	Adela Meitz	5/17/2018	IM*E0067203	\$ 26.16	Other Conference & Meeting Expense
Invoice <\$15,000	Adrian Werbick	5/30/2018	IM*E0067402	\$ 150.00	Consultants Expense
Invoice <\$15,000	Advanced Stores Company, Inc.	5/9/2018	IM*0235375	\$ 766.20	Instructional Supplies
Invoice <\$15,000	Advanced Wiring Solutions, Inc.	5/2/2018	IM*E0066803	\$ 374.10	IT Maintenance Services
Invoice <\$15,000	Airgas, Inc.	5/9/2018	IM*0235377	\$ 54.21	Maintenance Services Expense
Invoice <\$15,000	Al Warren Oil Company, Inc.	5/9/2018	IM*0235378	\$ 5,541.96	Vehicle Supplies
Employee Reimb	Alexandra Bennett	5/10/2018	IM*0235732	\$ 209.00	Dues - Faculty
Invoice <\$15,000	Allied Electronics	5/9/2018	IM*0235379	\$ 38.14	Non-Capital Equipment
Invoice <\$15,000	Alligator Records & Artist Management, Inc.	5/9/2018	IM*0235380	\$ 126.37	Advertising Expense
Invoice <\$15,000	Almyra 221, Inc.	5/9/2018	IM*E0066950	\$ 543.75	Other Contractual Services Expense
Invoice <\$15,000	AlSCO, Inc.	5/9/2018	IM*0235383	\$ 2,503.32	Instructional Supplies
Invoice <\$15,000	Amalgamated Bank of Chicago	5/16/2018	IM*0235812	\$ 300.00	Bond Interest
Invoice <\$15,000	Amalgamated Bank of Chicago	5/10/2018	IM*0235790	\$ 350.00	Bond Interest
Invoice <\$15,000	Amalgamated Bank of Chicago	5/2/2018	IM*0235312	\$ 475.00	Bond Interest
Invoice >\$15,000	Amalgamated Bank of Chicago	5/24/2018	IM*W532	\$ 20,889,918.34	Bond Interest
Invoice <\$15,000	Amazon.com, LLC	5/9/2018	IM*0235385	\$ 5,759.30	Books and Binding Costs
Employee Reimb	Amber Gardner	5/24/2018	IM*E0067311	\$ 472.85	Travel - In Dist / In State
Invoice <\$15,000	Amer Health Information	5/9/2018	IM*0235386	\$ 350.00	Tuition Reimbursement-CODA
Invoice <\$15,000	American English Llc	5/9/2018	IM*0235387	\$ 2,500.00	Prepaid Expenses
Invoice >\$15,000	American Express Travel Related Services Co., Inc.	5/14/2018	IM*0235795	\$ 46,047.33	Travel - Out of State
Invoice <\$15,000	American Hotel Register Company	5/9/2018	IM*0235388	\$ 182.98	Instructional Supplies
Invoice <\$15,000	American Public Health Assoc (APHA)	5/9/2018	IM*0235389	\$ 79.90	Books and Binding Costs
Invoice <\$15,000	American Radio Relay League (ARRL)	5/2/2018	IM*E0066804	\$ 60.45	Instructional Supplies
Invoice <\$15,000	American Society of Travel Agents, Inc.	5/9/2018	IM*0235390	\$ 490.00	Instructional Supplies
Invoice <\$15,000	American Welding & Gas, Inc.	5/9/2018	IM*E0066952	\$ 2,007.50	Instructional Supplies
Invoice <\$15,000	American Welding Society	5/9/2018	IM*0235391	\$ 1,250.00	Books and Binding Costs
Invoice <\$15,000	American Welding Society	5/4/2018	IM*0235318	\$ 2,525.00	Other Conference & Meeting Expense
Employee Reimb	Ami Chambers	5/24/2018	IM*E0067305	\$ 95.00	Dues
Employee Reimb	Ami Chambers	5/10/2018	IM*E0067028	\$ 1,245.39	Conference/Meeting Expense - Local
Employee Reimb	Amy Camp	5/10/2018	IM*0235735	\$ 300.00	Tuition Reimbursement-CODA
Employee Reimb	Amy Hull	5/17/2018	IM*E0067188	\$ 75.00	Dues - Classified
Invoice <\$15,000	Andrew Anderson	5/9/2018	IM*0235392	\$ 150.00	Misc. Awards (1099)
Invoice <\$15,000	Angela Roiniotis	5/9/2018	IM*0235661	\$ 100.00	Misc. Awards (1099)
Employee Reimb	Anitha Saravanan	5/31/2018	IM*E0067425	\$ 740.61	Tuition Reimbursement-Faculty
Employee Reimb	Ann Rondeau	5/31/2018	IM*E0067425	\$ 208.29	Mileage In District / In State
Employee Reimb	Anna Gay	5/17/2018	IM*E0067184	\$ 482.10	Instructional Supplies
Employee Reimb	Anna Gay	5/3/2018	IM*E0066904	\$ 23.95	Other supplies
Invoice <\$15,000	Anna Harrer	5/9/2018	IM*0235525	\$ 500.00	Other Contractual Services Expense
Employee Reimb	Anna Marzullo	5/17/2018	IM*E0067200	\$ 104.11	Mileage In District / In State
Invoice <\$15,000	Anna Metlushko	5/9/2018	IM*0235585	\$ 250.00	Funds Held in Custody of Others
Invoice <\$15,000	Aramark Uniform Services	5/9/2018	IM*0235393	\$ 666.72	Instructional Service Contracts

D. All Disbursements Excluding Payroll
College of DuPage
Community College District No. 502
ACCOUNTS PAYABLE AND PAYROLL REPORT
CASH DISBURSEMENTS
May 31, 2018

CHECKS ISSUED DURING ACCOUNTING MONTH - May 2018

Check number sequence order excludes checks issued to students which results in check number sequence gaps. All students are covered under the Family Educational Rights and Privacy Act (FERPA). Checks listed include payroll cash disbursements made to vendors and government agencies for employee payroll deductions.

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http://www.cod.edu/about/office_of_the_president/planning_and_reporting_documents/invoices.aspx
Click "About COD"; then click "COD Financial Documents"; then click Third Party Invoices and select a month

AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	Arbor Scientific	5/23/2018	IM*E0067231	\$ 189.85	Instructional Supplies
Invoice <\$15,000	Arbor Scientific	5/16/2018	IM*E0067087	\$ 87.05	Instructional Supplies
Invoice <\$15,000	Arbor Scientific	5/2/2018	IM*E0066805	\$ 369.94	Instructional Supplies
Invoice <\$15,000	Arc Illinois	5/2/2018	IM*E0066806	\$ 1,683.00	Instructional Supplies
Invoice <\$15,000	ARCO Mechanical Equip. Sales Co.	5/30/2018	IM*E0067356	\$ 920.00	Facilities Maintenance Service Expense
Invoice <\$15,000	Arlington Glass & Mirror Co.	5/9/2018	IM*0235439	\$ 450.00	Facilities Maintenance Service Expense
Invoice <\$15,000	Arts4kids Foundation	5/9/2018	IM*0235394	\$ 225.00	Advertising Expense
Invoice <\$15,000	Ascend Learning Holdings, LLC	5/9/2018	IM*0235395	\$ 38.73	Books and Binding Costs
Employee Reimb	Ashley Jarrell	5/17/2018	IM*E0067190	\$ 26.71	Mileage In District / In State
Employee Reimb	Ashley Jarrell	5/3/2018	IM*E0066910	\$ 9.27	Mileage In District / In State
Invoice <\$15,000	Assistance League of Chicago/Land West	5/23/2018	IM*E0067232	\$ 1,000.00	Agency Scholarships
Invoice <\$15,000	Associated Integrated Supply Chain Solutions	5/9/2018	IM*E0066953	\$ 2,114.60	Maintenance Services Expense
Invoice <\$15,000	Associated Technical Services	5/9/2018	IM*0235396	\$ 736.25	Consultants Expense
Invoice <\$15,000	Association for Institutional Research	5/9/2018	IM*0235397	\$ 140.00	Consultants Expense
Invoice <\$15,000	Association for Title IX Administrators	5/9/2018	IM*0235398	\$ 599.00	Dues
Invoice <\$15,000	AT&T - Carol Stream	5/21/2018	IM*0235821	\$ 463.52	Telephone Expense
Invoice <\$15,000	AT&T - Carol Stream	5/9/2018	IM*0235401	\$ 3,697.50	Telephone Expense
Invoice <\$15,000	AT&T - Carol Stream	5/9/2018	IM*0235400	\$ 1,540.40	Telephone Expense
Invoice <\$15,000	AT&T - Carol Stream	5/9/2018	IM*0235399	\$ 254.54	Telephone Expense
Invoice <\$15,000	AT&T Corporation	5/21/2018	IM*0235820	\$ 4,729.88	Telephone Expense
Invoice <\$15,000	AT&T Corporation	5/21/2018	IM*0235819	\$ 9.64	Telephone Expense
Invoice <\$15,000	AT&T Mobility	5/21/2018	IM*0235822	\$ 891.33	Other Contractual Services Expense
Invoice <\$15,000	Athletico Management Llc	5/23/2018	IM*E0067233	\$ 9,027.26	Other Contractual Services Expense
Invoice <\$15,000	Aurora Awards L.C.	5/9/2018	IM*0235402	\$ 214.00	Other Contractual Services Expense
Invoice <\$15,000	Automatic Doors Inc.	5/9/2018	IM*0235403	\$ 450.00	Facilities Maintenance Service Expense
Invoice <\$15,000	Automotive Electronics Service	5/30/2018	IM*E0067357	\$ 3,625.17	Instructional Supplies
Invoice <\$15,000	Avant Assessment, LLC	5/24/2018	IM*0235906	\$ 995.00	Instructional Supplies
Invoice <\$15,000	Axel Gallegos	5/9/2018	IM*0235512	\$ 250.00	Funds Held in Custody of Others
Invoice <\$15,000	B&H Foto & Electronics Corporation	5/30/2018	IM*E0067358	\$ 6,983.35	Non-Capital Equipment
Invoice <\$15,000	B&H Foto & Electronics Corporation	5/23/2018	IM*E0067234	\$ 3,777.89	Non-Capital Equipment
Invoice <\$15,000	B&H Foto & Electronics Corporation	5/18/2018	IM*E0067089	\$ 9,218.00	Audio/Visual Materials
Invoice <\$15,000	B&H Foto & Electronics Corporation	5/9/2018	IM*E0066954	\$ 2,449.01	Instructional Supplies
Invoice <\$15,000	B&H Foto & Electronics Corporation	5/2/2018	IM*E0066807	\$ 4,954.78	Instructional Supplies
Invoice <\$15,000	B.E. Publishing	5/23/2018	IM*E0067235	\$ 528.40	Instructional Supplies
Invoice <\$15,000	Bailey Edward Design, Inc.	5/16/2018	IM*E0067090	\$ 2,750.00	Architectural Services Expense
Invoice <\$15,000	Bailey Edward Design, Inc.	5/2/2018	IM*E0066808	\$ 1,088.67	Architectural Services Expense
Invoice <\$15,000	Baker & Taylor Books	5/9/2018	IM*0235406	\$ 494.85	Books and Binding Costs
Invoice <\$15,000	Ball Horticulture Company	5/9/2018	IM*0235407	\$ 325.72	Purchase for Resale
Invoice <\$15,000	Banc Certified Merchant Services	5/9/2018	IM*0235408	\$ 95.00	Other Contractual Services Expense
Employee Reimb	Barbara Coe	5/10/2018	IM*E0067031	\$ 70.00	Dues - Faculty
Employee Reimb	Barbara DiMonte	5/10/2018	IM*E0067035	\$ 884.92	Travel - Out of State
Invoice <\$15,000	Barbara Finney	5/9/2018	IM*0235500	\$ 208.00	Other Contractual Services Expense
Invoice <\$15,000	Barbara Zomick	5/9/2018	IM*0235724	\$ 80.00	Instructional Service Contracts
Employee Reimb	Barbel Thoens-Masghati	5/24/2018	IM*E0067332	\$ 461.77	Travel - Out of State
Employee Reimb	Barbel Thoens-Masghati	5/21/2018	IM*E0067227	\$ 3,000.00	Travel Advances
Invoice <\$15,000	Barnes & Noble Booksellers Inc.	5/2/2018	IM*E0066809	\$ 335.06	Books and Binding Costs
Invoice <\$15,000	Batteries Plus-Glen Ellyn	5/2/2018	IM*E0066810	\$ 94.82	Maintenance Supplies
Invoice <\$15,000	BDC Plants, LLC	5/9/2018	IM*0235410	\$ 601.60	Purchase for Resale
Employee Reimb	Becky Benkert	5/3/2018	IM*E0066882	\$ 150.00	Tuition Reimbursement-Classified
Invoice <\$15,000	Belgio's Catering	5/9/2018	IM*0235413	\$ 424.33	Other Conference & Meeting Expense
Invoice <\$15,000	Ben Gray	4/11/2018	IM*E0066392	\$ (200.00)	Check issued in prior month; voided in current month
Invoice <\$15,000	Ben Gray	5/24/2018	IM*0235907	\$ 200.00	Consultants Expense
Invoice <\$15,000	Benco Dental Co.	5/9/2018	IM*0235414	\$ 465.95	Instructional Supplies
Employee Reimb	Benjamin Johnson	5/24/2018	IM*E0067316	\$ 73.85	Other supplies

D. All Disbursements Excluding Payroll
 College of DuPage
 Community College District No. 502
 ACCOUNTS PAYABLE AND PAYROLL REPORT
 CASH DISBURSEMENTS
 May 31, 2018

CHECKS ISSUED DURING ACCOUNTING MONTH - May 2018

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AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	Benjamin Nadel	5/9/2018	IM*E0065946	\$ 1,150.00	Other Contractual Services Expense
Invoice <\$15,000	Benjamin Sczublewski	5/9/2018	IM*0235689	\$ 250.00	Misc. Awards (1099)
Employee Reimb	Benjamin Yost	5/10/2018	IM*0235774	\$ 918.99	Travel - Out of State
Employee Reimb	Beverly Carlson	5/31/2018	IM*E0067407	\$ 528.91	Tuition Reimbursement-Classified
Invoice <\$15,000	BHFX Digital Imaging	5/9/2018	IM*0235415	\$ 592.61	Office Supplies
Invoice <\$15,000	Binny's Beverage Depot	5/16/2018	IM*E0067091	\$ 178.10	Instructional Supplies
Invoice <\$15,000	Bio-Rad Laboratories, Inc.	5/9/2018	IM*0235416	\$ 720.00	Instructional Supplies
Invoice <\$15,000	Blick Art Materials, LLC	5/9/2018	IM*0235418	\$ 459.24	Instructional Supplies
Invoice <\$15,000	Blitt and Gaines, PC	5/24/2018	IM*0235895	\$ 345.11	Wage Assignments
Invoice <\$15,000	Blitt and Gaines, PC	5/10/2018	IM*0235775	\$ 345.11	Wage Assignments
Invoice <\$15,000	Blooming Color Inc.	5/9/2018	IM*0235419	\$ 1,928.00	Printing Expense
Invoice <\$15,000	Blue Mountain Artists, LLC	5/31/2018	IM*0235956	\$ 4,250.00	Prepaid Expenses
Employee Reimb	Bonnie Loder	5/15/2018	IM*0235799	\$ 553.50	Travel Advances
Employee Reimb	Bonnie Loder	5/10/2018	IM*0235750	\$ 97.27	Funds Held in Custody of Others
Invoice <\$15,000	Bouchaib Essalih	5/9/2018	IM*0235494	\$ 90.00	Funds Held in Custody of Others
Invoice <\$15,000	Brant Bedore	5/9/2018	IM*0235412	\$ 250.00	Funds Held in Custody of Others
Invoice <\$15,000	Breakthru Beverage Illinois, LLC	5/9/2018	IM*0235421	\$ 331.88	Purchase for Resale
Employee Reimb	Brian Brema	5/17/2018	IM*E0067172	\$ 1,005.42	Travel - Out of State
Employee Reimb	Brian Caputo	5/17/2018	IM*E0067174	\$ 789.92	Travel - Out of State
Employee Reimb	Brian Caputo	5/10/2018	IM*E0067025	\$ 1,438.71	Travel - Out of State
Employee Reimb	Brian Clement	5/24/2018	IM*E0067306	\$ 45.24	Mileage in District / In State
Employee Reimb	Brian Clement	5/17/2018	IM*E0067178	\$ 41.18	Instructional Supplies
Employee Reimb	Brian Clement	5/3/2018	IM*E0066890	\$ 25.96	Instructional Supplies
Employee Reimb	Brian Kleemann	5/17/2018	IM*E0067195	\$ 325.00	Dues - Classified
Employee Reimb	Brian Rios	5/10/2018	IM*0235763	\$ 13.08	Mileage in District / In State
Invoice <\$15,000	Brill USA, Inc.	5/9/2018	IM*0235422	\$ 120.75	Books and Binding Costs
Invoice <\$15,000	Brown Industries, Inc	5/23/2018	IM*E0067236	\$ 242.89	Instructional Supplies
Employee Reimb	Bryan Blinstrup	5/17/2018	IM*E0067170	\$ 13.08	Mileage in District / In State
Employee Reimb	Bryan Blinstrup	5/10/2018	IM*E0067023	\$ 13.08	Mileage in District / In State
Invoice <\$15,000	Bryce Williams	5/9/2018	IM*0235713	\$ 250.00	Funds Held in Custody of Others
Invoice <\$15,000	BTU Company, Inc.	5/9/2018	IM*0235423	\$ 292.80	Other supplies
Invoice <\$15,000	Buffalo Theatre Ensemble Corp.	5/30/2018	IM*E0067359	\$ 4,770.94	Art Center Deposit Liability
Invoice <\$15,000	Buffalo Theatre Ensemble Corp.	5/23/2018	IM*E0067237	\$ 2,049.97	Art Center Deposit Liability
Invoice <\$15,000	Buffalo Theatre Ensemble Corp.	5/16/2018	IM*E0067092	\$ 1,453.15	Art Center Deposit Liability
Invoice <\$15,000	Buffalo Theatre Ensemble Corp.	5/9/2018	IM*E0066955	\$ 915.87	Art Center Deposit Liability
Invoice <\$15,000	Buffalo Theatre Ensemble Corp.	5/2/2018	IM*E0066811	\$ 1,672.46	Art Center Deposit Liability
Invoice <\$15,000	Build A Blinkie	5/9/2018	IM*0235424	\$ 1,200.00	Other Materials & Supplies Expense
Invoice <\$15,000	Builders Land, Inc.	5/2/2018	IM*E0066812	\$ 11,946.49	Building Remodeling Expense
Invoice <\$15,000	Bumper to Bumper	5/9/2018	IM*0235425	\$ 1,356.27	Instructional Supplies
Invoice <\$15,000	BWM Global, Inc.	5/16/2018	IM*E0067093	\$ 1,914.00	Other Conference & Meeting Expense
Invoice <\$15,000	BWM Global, Inc.	5/2/2018	IM*E0066813	\$ 1,875.00	Other Contractual Services Expense
Invoice <\$15,000	C2 Publishing	5/9/2018	IM*0235427	\$ 1,877.00	Advertising Expense
Invoice <\$15,000	Cafe Britt	5/8/2018	IM*W520	\$ 830.00	International Travel - Field Studies
Invoice <\$15,000	Cairs	5/9/2018	IM*E0066956	\$ 5,814.00	Consultants Expense
Invoice <\$15,000	Calih Radosav	5/9/2018	IM*0235649	\$ 180.00	Funds Held in Custody of Others
Invoice <\$15,000	Cambridge Educational	5/9/2018	IM*0235428	\$ 152.90	Instructional Supplies
Invoice <\$15,000	Campagna-Turano Bakery, Inc.	5/9/2018	IM*0235429	\$ 374.10	Instructional Supplies
Employee Reimb	Candice Johnson	5/3/2018	IM*E0066911	\$ 112.27	Mileage in District / In State
Invoice >\$15,000	Capitol Steps	5/3/2018	IM*0235313	\$ 22,500.00	Other Contractual Services Expense
Employee Reimb	Carina Santoyo	5/10/2018	IM*0235784	\$ 1,159.62	Tuition Reimbursement-Classified
Employee Reimb	Carla Johnson	5/10/2018	IM*E0067047	\$ 345.00	Tuition Reimbursement-Faculty
Invoice <\$15,000	Carlin Horticultural Sales	5/2/2018	IM*E0066814	\$ 165.84	Other Materials & Supplies Expense
Invoice <\$15,000	Carlson Paint & Glass	5/23/2018	IM*E0067238	\$ 85.30	Maintenance Supplies
Employee Reimb	Carol Eisinger	5/10/2018	IM*0235739	\$ 34.56	Advertising Expense

D. All Disbursements Excluding Payroll
College of DuPage
Community College District No. 502
ACCOUNTS PAYABLE AND PAYROLL REPORT
CASH DISBURSEMENTS
May 31, 2018

CHECKS ISSUED DURING ACCOUNTING MONTH - May 2018

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AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	Carol Fox & Associates	5/16/2018	IM*E0067094	\$ 13,035.00	Advertising Expense
Invoice <\$15,000	Carol Jackowiak	5/24/2018	IM*0235898	\$ 415.38	Wage Assignments
Invoice <\$15,000	Carol Jackowiak	5/10/2018	IM*0235779	\$ 415.38	Wage Assignments
Invoice <\$15,000	Carol Stream Fire Protection District	5/9/2018	IM*0235432	\$ 1,400.00	Rental Facility
Employee Reimb	Carol Sturz	5/17/2018	IM*E0067213	\$ 10.90	Mileage In District / In State
Invoice <\$15,000	Carolina Biological	5/23/2018	IM*E0067239	\$ 2,953.50	Instructional Supplies
Invoice <\$15,000	Carolina Biological	5/9/2018	IM*E0066957	\$ 718.20	Instructional Supplies
Invoice <\$15,000	Carolyn Enger	5/9/2018	IM*0235491	\$ 750.00	Consultants Expense
Invoice <\$15,000	Carrillo Photo	5/23/2018	IM*E0067240	\$ 850.00	Other Contractual Services Expense
Invoice <\$15,000	Carrillo Photo	5/16/2018	IM*E0067095	\$ 3,900.00	Other Contractual Services Expense
Invoice <\$15,000	Carrillo Photo	5/2/2018	IM*E0066815	\$ 2,912.50	Other Contractual Services Expense
Invoice <\$15,000	Cary Company	5/9/2018	IM*0235434	\$ 390.24	Instructional Supplies
Invoice <\$15,000	Casco Bay LLC	5/16/2018	IM*E0067086	\$ 2,610.00	Other Conference & Meeting Expense
Invoice <\$15,000	Cassidy Tire Company	5/9/2018	IM*E0066958	\$ 648.00	Maintenance Services Expense
Employee Reimb	Cathleen Kaye	5/3/2018	IM*E0066913	\$ 75.00	Tuition Reimbursement-CODA
Invoice <\$15,000	Cengage Learning, Inc.	5/2/2018	IM*E0066816	\$ 158.25	Instructional Supplies
Invoice <\$15,000	Central National Gottesman, Inc.	5/8/2018	IM*0235435	\$ 621.20	Office Supplies
Invoice <\$15,000	Central Poly Corporation	5/16/2018	IM*E0067097	\$ 1,640.00	Maintenance Supplies
Invoice <\$15,000	Central Poly Corporation	5/8/2018	IM*E0066959	\$ 6,221.00	Maintenance Supplies
Invoice <\$15,000	Central Poly Corporation	5/2/2018	IM*E0066817	\$ 3,630.00	Maintenance Supplies
Invoice <\$15,000	Central Turf and Irrigation Supply	5/9/2018	IM*E0066960	\$ 209.06	Maintenance Supplies
Invoice <\$15,000	Central Turf and Irrigation Supply	5/2/2018	IM*E0066818	\$ 242.49	Maintenance Supplies
Invoice <\$15,000	Cersbellum Corporation	5/9/2018	IM*0235436	\$ 47.90	Books and Binding Costs
Invoice <\$15,000	Chamber630	5/2/2018	IM*E0066819	\$ 60.00	Conference/Meeting Expense - Local
Employee Reimb	Charlene Mohr	5/10/2018	IM*0235755	\$ 15.00	Travel - In Dist / In State
Employee Reimb	Charles Steele	5/3/2018	IM*E0066925	\$ 1,037.10	Travel - In Dist / In State
Invoice <\$15,000	Chemcraft Industries	5/16/2018	IM*E0067098	\$ 6,142.00	Equipment - Service
Invoice <\$15,000	Cheyenne Johnson	5/9/2018	IM*0235549	\$ 50.00	Funds Held in Custody of Others
Invoice <\$15,000	Chicago Electronics Distributors	5/30/2018	IM*E0067360	\$ 132.50	Instructional Supplies
Invoice <\$15,000	Chicago Gallery News, Inc.	5/2/2018	IM*E0066820	\$ 3,975.00	Advertising Expense
Invoice <\$15,000	Chicago Parent	5/9/2018	IM*0235440	\$ 1,665.00	Advertising Expense
Invoice <\$15,000	Chicago Public Media Inc.	5/23/2018	IM*E0067241	\$ 4,418.25	Advertising Expense
Invoice <\$15,000	Chicago Sun-Times	5/9/2018	IM*0235441	\$ 286.00	Publications
Invoice <\$15,000	Chicagoland Beverage Company	5/16/2018	IM*E0067099	\$ 314.44	Instructional Supplies
Invoice <\$15,000	Chicagoland Promotions, Ltd	5/9/2018	IM*E0066961	\$ 150.00	Publications
Invoice <\$15,000	Choose Dupage	5/9/2018	IM*0235443	\$ 500.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Christine Parrilli	5/9/2018	IM*0235631	\$ 50.00	Consultants Expense
Employee Reimb	Christopher Ferro	5/31/2018	IM*E0067416	\$ 510.11	Tuition Reimbursement-Classified
Invoice <\$15,000	Citizentech, Inc.	5/9/2018	IM*E0066962	\$ 5,600.75	Advertising Expense
Invoice <\$15,000	Clark Security Products	5/9/2018	IM*0235445	\$ 30.60	Maintenance Supplies
Invoice <\$15,000	Clark Security Products	5/4/2018	IM*0235317	\$ 242.39	Maintenance Supplies
Invoice <\$15,000	Clarus Corporation	5/16/2018	IM*E0067100	\$ 309.10	Advertising Expense
Invoice <\$15,000	Clear Channel Outdoor, Inc.	5/9/2018	IM*0235446	\$ 1,400.00	Advertising Expense
Invoice <\$15,000	College and University Professional Association for Human	5/9/2018	IM*0235448	\$ 2,595.00	Dues
Invoice <\$15,000	College of DuPage	5/9/2018	IM*0235729	\$ 338.82	Instructional Supplies
Invoice <\$15,000	College of Dupage - Petty Cash Police	5/16/2018	IM*0235813	\$ 22.00	Other supplies
Invoice <\$15,000	College of Dupage Faculty Assoc	5/24/2018	IM*E0067339	\$ 701.22	Professional Dues
Invoice <\$15,000	College of Dupage Foundation	5/24/2018	IM*E0067340	\$ 1,578.46	Charitable Contributions
Invoice <\$15,000	College of Dupage Foundation	5/10/2018	IM*E0067063	\$ 1,618.46	Charitable Contributions
Invoice <\$15,000	College of Dupage Foundation	5/10/2018	IM*0235791	\$ 633.00	Art Center Deposit Liability
Invoice <\$15,000	College of Dupage/Write Act-So	5/9/2018	IM*0235447	\$ 850.00	Advertising Expense
Invoice <\$15,000	College of Dupage-CODAA	5/10/2018	IM*E0067054	\$ 15.00	Professional Dues
Invoice <\$15,000	Colonel II James N. Pritzker Library	5/11/2018	IM*0235794	\$ 5,580.00	Other Contractual Services Expense
Invoice <\$15,000	Comcast	5/9/2018	IM*0235449	\$ 3,640.39	Telephone Expense

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Invoice <\$15,000	Comcast Holdings Corporation	5/29/2018	IM*0235911	\$ 27.34	IT Maintenance Services
Invoice <\$15,000	Comcast Holdings Corporation	5/9/2018	IM*0235450	\$ 27.34	IT Maintenance Services
Invoice <\$15,000	Comcast Spotlight, LLC	5/9/2018	IM*0235451	\$ 9,164.40	Advertising Expense
Invoice <\$15,000	Comiskey Research, INC	5/23/2018	IM*E0067242	\$ 11,000.00	Consultants Expense
Invoice >\$15,000	Commercial Alarm Systems	5/11/2018	IM*E0087072	\$ 20,500.00	Facilities Maintenance Service Expense
Invoice <\$15,000	Committee on Accreditation for Polysomnography	5/9/2018	IM*0235453	\$ 1,000.00	Dues
Invoice <\$15,000	Commonwealth Edison-Carol Stream	5/9/2018	IM*0235452	\$ 1,791.23	Electricity Expense
Invoice <\$15,000	Communications Direct Inc.	5/9/2018	IM*E0066963	\$ 79.50	Maintenance Services Expense
Invoice <\$15,000	Community Bank Wheaton	5/24/2018	IM*0235910	\$ 125.00	Other Contractual Services Expense
Invoice >\$15,000	Community College Health Consortium	5/8/2018	IM*E0066937	\$ 1,144,295.52	Medical HD Premiums - April 2018
Invoice <\$15,000	Computer Discount Warehouse	5/30/2018	IM*E0067361	\$ 849.42	Instructional Supplies
Invoice <\$15,000	Computer Discount Warehouse	5/23/2018	IM*E0067243	\$ 1,089.87	Non-Capital Equipment
Invoice <\$15,000	Computer Discount Warehouse	5/16/2018	IM*E0067101	\$ 323.19	Other Materials & Supplies Expense
Invoice <\$15,000	Computer Discount Warehouse	5/9/2018	IM*E0066964	\$ 5,685.12	Instructional Supplies
Invoice <\$15,000	Computer Discount Warehouse	5/2/2018	IM*E0066822	\$ 33.58	Office Supplies
Invoice <\$15,000	Computer Gear	5/9/2018	IM*0235454	\$ 372.61	Other Contractual Services Expense
Invoice <\$15,000	Cone Instruments	5/9/2018	IM*0235455	\$ 443.34	Instructional Supplies
Invoice <\$15,000	Conference Technologies, Inc.	5/2/2018	IM*E0066823	\$ 1,760.00	Non-Capital Equipment
Invoice <\$15,000	Consortium of Academic and Research Libraries in Illinois	5/9/2018	IM*0235431	\$ 114.98	Books and Binding Costs
Invoice <\$15,000	Constance Van Every	5/9/2018	IM*0235699	\$ 900.00	Retiree Healthcare Payments
Invoice <\$15,000	Care & Main LP	5/9/2018	IM*0235457	\$ 674.00	Maintenance Supplies
Invoice <\$15,000	Corporate Lakes Property	5/2/2018	IM*E0066824	\$ 14,558.31	Rental Facility
Invoice >\$15,000	Costa Rican Language Academy	5/15/2018	IM*W528	\$ 41,365.00	International Travel - Field Studies
Invoice >\$15,000	CPP Inc.	5/11/2018	IM*E0067073	\$ 15,702.36	Instructional Service Contracts
Invoice <\$15,000	Creekside Printing	5/16/2018	IM*E0067102	\$ 2,200.00	Printing Expense
Invoice <\$15,000	Crosstex	5/9/2018	IM*0235459	\$ 122.40	Instructional Supplies
Invoice <\$15,000	Crosstex	5/9/2018	IM*0235458	\$ 1,100.50	Instructional Supplies
Invoice <\$15,000	Customer Service Institute of America	5/2/2018	IM*E0066821	\$ 810.00	Instructional Service Contracts
Invoice <\$15,000	Customink.com	5/9/2018	IM*0235460	\$ 285.30	Office Supplies
Employee Reimb	Cynthia Rice	5/3/2018	IM*E0066921	\$ 18.54	Mileage In District / In State
Invoice <\$15,000	Danatronics Corp	5/30/2018	IM*E0087362	\$ 4,120.00	Non-Capital Equipment
Employee Reimb	Danice McGrath	5/10/2018	IM*0235752	\$ 199.99	Tuition Reimbursement-CODA
Employee Reimb	Daniel Bindert	5/10/2018	IM*0235733	\$ 302.77	Mileage In District / In State
Invoice <\$15,000	Daniel Knapp	5/9/2018	IM*E0066944	\$ 75.00	Consultants Expense
Invoice <\$15,000	Daniel Seiler	5/9/2018	IM*0235671	\$ 500.00	Other Contractual Services Expense
Invoice <\$15,000	DAOES	5/9/2018	IM*E0066965	\$ 5,078.46	Rental Facility
Invoice <\$15,000	DAOES	5/2/2018	IM*E0066825	\$ 2,184.84	Rental Facility
Invoice >\$15,000	DAOES	5/10/2018	IM*E0067071	\$ 499,342.00	Funds Held in Custody of Others
Invoice <\$15,000	Darby Dental Supply, LLC	5/9/2018	IM*0235465	\$ 521.25	Instructional Supplies
Invoice <\$15,000	D'Artagnan LLC	5/9/2018	IM*0235464	\$ 654.25	Instructional Supplies
Invoice <\$15,000	D'Artagnan LLC	5/9/2018	IM*0235463	\$ 145.84	Instructional Supplies
Invoice <\$15,000	David Avignone	5/9/2018	IM*0235404	\$ 180.00	Funds Held in Custody of Others
Employee Reimb	David Ellis	5/31/2018	IM*E0067414	\$ 108.08	Instructional Supplies
Invoice <\$15,000	David Gottschall	5/9/2018	IM*0235517	\$ 1,600.00	Retiree Healthcare Payments
Invoice <\$15,000	David Harlan	5/9/2018	IM*0235524	\$ 150.00	Consultants Expense
Employee Reimb	David Hawley	5/10/2018	IM*0235744	\$ 342.73	Instructional Supplies
Employee Reimb	David Kramer	5/24/2018	IM*E0067320	\$ 336.58	Instructional Supplies
Employee Reimb	David Kramer	5/17/2018	IM*E0067196	\$ 134.31	Instructional Supplies
Employee Reimb	David Ouellette	5/17/2018	IM*E0067206	\$ 850.00	Tuition Reimbursement-Faculty
Invoice <\$15,000	David Seastrom	5/9/2018	IM*0235670	\$ 200.00	Consultants Expense
Employee Reimb	David Virgilio	5/17/2018	IM*E0067217	\$ 320.00	Dues - Classified
Employee Reimb	Dawn Birkland	5/10/2018	IM*0235734	\$ 1,048.38	Travel - Out of State
Employee Reimb	Debra Hasse	5/10/2018	IM*E0067043	\$ 249.70	Mileage In District / In State
Employee Reimb	Debra Jeffay	5/24/2018	IM*E0067315	\$ 59.43	Mileage In District / In State

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Employee Reimb	Debra Jeffay	5/10/2018	IM*E0067045	\$ 20.47	Conference/Meeting Expense - Local
Invoice <\$15,000	Delta Dental of Illinois	5/9/2018	IM*E0066966	\$ 2,407.50	Dental CMO Premium April 2018
Invoice >\$15,000	Delta Dental of Illinois	5/8/2018	IM*E0066938	\$ 56,898.95	Dental PPD Premium April 2018
Invoice <\$15,000	Demco, Inc.	5/9/2018	IM*E0066967	\$ 5,033.34	Non-Capital Equipment
Employee Reimb	Denise Cote	5/3/2018	IM*E0066892	\$ 38.75	Travel - In Dist / In State
Invoice <\$15,000	Denson Shops, Inc.	5/9/2018	IM*0235466	\$ 23.85	Printing Expense
Invoice <\$15,000	Dentsply	5/9/2018	IM*0235470	\$ 379.50	Instructional Supplies
Invoice <\$15,000	Dentsply	5/9/2018	IM*0235469	\$ 1,211.00	Instructional Supplies
Invoice >\$15,000	Department of Treasury	5/24/2018	IM*A701	\$ 518,585.22	Withholding Tax - Federal
Invoice >\$15,000	Department of Treasury	5/10/2018	IM*A695	\$ 523,616.66	Withholding Tax - Federal
Invoice <\$15,000	Dept. of Veterans Affairs	5/9/2018	IM*0235475	\$ 1,272.50	Other Federal Governmental Sources
Invoice <\$15,000	Dept. of Veterans Affairs	5/9/2018	IM*0235474	\$ 66.64	Other Federal Governmental Sources
Invoice <\$15,000	Dept. of Veterans Affairs	5/9/2018	IM*0235473	\$ 823.00	Other Federal Governmental Sources
Invoice <\$15,000	Dept. of Veterans Affairs	5/9/2018	IM*0235472	\$ 235.00	Other Federal Governmental Sources
Invoice <\$15,000	Dept. of Veterans Affairs	5/9/2018	IM*0235471	\$ 323.75	Other Federal Governmental Sources
Invoice <\$15,000	Dermalogica, LLC	5/9/2018	IM*0235476	\$ 3,053.20	Instructional Supplies
Invoice <\$15,000	Desislava Nenova	5/16/2018	IM*E0067083	\$ 250.00	Consultants Expense
Employee Reimb	Diana Christopher	5/3/2018	IM*E0066888	\$ 484.50	Dues - Classified
Employee Reimb	Diana Martinez	5/24/2018	IM*E0067321	\$ 187.93	Purchase for Resale
Employee Reimb	Diana Martinez	5/10/2018	IM*E0067054	\$ 247.89	Purchase for Resale
Employee Reimb	Diana Thelen	5/3/2018	IM*E0066928	\$ 529.78	Conference/Meeting Expense - Local
Employee Reimb	Diane Szakonyi	5/3/2018	IM*E0066926	\$ 14.18	Mileage In District / In State
Invoice >\$15,000	DID Deutsch-Institut Worldwide	5/24/2018	IM*W529	\$ 23,337.33	International Travel - Field Studies
Invoice <\$15,000	Dimitar Chavdarov	5/9/2018	IM*0235438	\$ 150.00	Funds Held in Custody of Others
Invoice <\$15,000	Dimitrios Katsimingos	5/9/2018	IM*0235555	\$ 120.00	Funds Held in Custody of Others
Invoice <\$15,000	DML Solutions, Inc.	5/16/2018	IM*E0067103	\$ 3,395.75	Advertising Expense
Invoice <\$15,000	DMS Photography	5/30/2018	IM*E0067363	\$ 826.48	Other Contractual Services Expense
Invoice <\$15,000	Doje's Forensic Supplies	5/9/2018	IM*0235478	\$ 112.31	Instructional Supplies
Invoice <\$15,000	Dominique Jefferson	5/9/2018	IM*0235544	\$ 120.89	Funds Held in Custody of Others
Employee Reimb	Donna Berliner	5/3/2018	IM*E0066883	\$ 1,185.10	Travel - Out of State
Employee Reimb	Donna Gillespie	5/15/2018	IM*E0067078	\$ 1,500.00	Travel Advances
Employee Reimb	Donna Gillespie	5/3/2018	IM*E0065906	\$ 45.00	Tuition Reimbursement-Faculty
Employee Reimb	Donna Kanak	5/17/2018	IM*E0067192	\$ 42.99	Tuition Reimbursement-Faculty
Employee Reimb	Donna Kanak	5/3/2018	IM*E0066912	\$ 81.88	Dues - Faculty
Employee Reimb	Donnie Turner	5/10/2018	IM*0235771	\$ 1,358.13	Travel - Out of State
Invoice <\$15,000	Dramatic Publishing	5/16/2018	IM*0235814	\$ 1,001.28	Prepaid Expenses
Invoice <\$15,000	Dreisilker Electrical Motors	5/18/2018	IM*E0067104	\$ 144.58	Maintenance Supplies
Invoice <\$15,000	Dreisilker Electrical Motors	5/2/2018	IM*E0066925	\$ 177.95	Maintenance Supplies
Invoice <\$15,000	Drinker Biddle & Reath LLP	5/11/2018	IM*0235793	\$ 1,830.00	Legal Services Expense
Invoice <\$15,000	Duggan Bertsch, LLC	5/11/2018	IM*E0067076	\$ 12,252.50	Legal Services Expense
Invoice <\$15,000	Dukane Contract Services, Inc.	5/9/2018	IM*E0066968	\$ 3,300.00	Maintenance Services Expense
Invoice <\$15,000	DuPage County	5/9/2018	IM*0235479	\$ 1,880.83	Indirect Costs
Invoice <\$15,000	DuPage County Collector	5/9/2018	IM*0235480	\$ 5,020.92	Other Fixed Charges Expense
Invoice >\$15,000	DuPage County Collector	5/9/2018	IM*0235728	\$ 28,243.01	Other Fixed Charges Expense
Invoice >\$15,000	DuPage County Collector	5/9/2018	IM*0235727	\$ 20,310.66	Other Fixed Charges Expense
Invoice <\$15,000	DuPage County Health Department	5/10/2018	IM*0235792	\$ 519.00	Building Remodeling Expense
Invoice >\$15,000	DuPage Credit Union	5/24/2018	IM*E0067344	\$ 25,566.86	Credit Union
Invoice >\$15,000	DuPage Credit Union	5/10/2018	IM*E0067068	\$ 28,938.89	Credit Union
Invoice <\$15,000	Dynegy Energy Services, LLC	5/9/2018	IM*0235481	\$ 2,422.31	Electricity Expense
Invoice >\$15,000	Dynegy Energy Services, LLC	5/22/2018	IM*0235841	\$ 128,239.31	Electricity Expense
Employee Reimb	Earl Dowling	5/31/2018	IM*E0067413	\$ 385.17	Conference/Meeting Expense - Local
Employee Reimb	Earl Dowling	5/17/2018	IM*E0067181	\$ 1,625.40	Conference/Meeting Expense - Local
Employee Reimb	Earl Dowling	5/10/2018	IM*E0087039	\$ 103.00	Mileage In District / In State
Employee Reimb	Earl Dowling	5/3/2018	IM*E0066896	\$ 283.65	Conference/Meeting Expense - Local

D. All Disbursements Excluding Payroll
College of DuPage
Community College District No. 502
ACCOUNTS PAYABLE AND PAYROLL REPORT
CASH DISBURSEMENTS
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AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	EBSCO Information Services	5/30/2018	IM*E0067364	\$ 54.97	Publications
Invoice <\$15,000	EBSCO Information Services	5/23/2018	IM*E0067244	\$ 21.28	Publications
Invoice <\$15,000	Ecolab	5/9/2018	IM*0235483	\$ 2,106.67	Instructional Supplies
Invoice <\$15,000	Educ Loan - AES PHEAA	5/24/2018	IM*0235896	\$ 198.57	Wage Assignments
Invoice <\$15,000	Educ Loan - AES PHEAA	5/10/2018	IM*0235776	\$ 198.57	Wage Assignments
Invoice <\$15,000	Education Support Services, LLC	5/8/2018	IM*0235484	\$ 279.95	Instructional Supplies
Invoice <\$15,000	Edward Don & Company	5/30/2018	IM*E0067365	\$ 216.44	Instructional Supplies
Invoice <\$15,000	Edward Don & Company	5/16/2018	IM*E0067105	\$ 1,239.28	Instructional Supplies
Invoice <\$15,000	Edward Don & Company	5/9/2018	IM*E0066969	\$ 225.15	Instructional Supplies
Invoice <\$15,000	Edward Don & Company	5/2/2018	IM*E0066827	\$ 845.97	Instructional Supplies
Invoice <\$15,000	Edward Elgar Publishing, Inc.	5/9/2018	IM*E0066970	\$ 154.73	Books and Binding Costs
Invoice <\$15,000	Edward Occupational Health	5/9/2018	IM*0235485	\$ 273.00	Instructional Service Contracts
Invoice >\$15,000	Edward Occupational Health	5/31/2018	IM*0235955	\$ 17,280.00	Instructional Service Contracts
Invoice <\$15,000	Edward Timm	5/9/2018	IM*0235691	\$ 50.00	Conference/Meeting Expense - Local
Invoice <\$15,000	E-lliliate, Inc.	5/9/2018	IM*0235461	\$ 170.00	IT Maintenance Services
Invoice <\$15,000	ELFCO	5/23/2018	IM*E0067245	\$ 214.68	Instructional Supplies
Employee Reimb	Elizabeth Gomez de la Casa	5/17/2018	IM*E0067185	\$ 76.85	Mileage in District / In State
Employee Reimb	Elizabeth Kiedaisch	5/17/2018	IM*E0067193	\$ 65.00	Dues - Faculty
Employee Reimb	Elizabeth Kiedaisch	5/3/2018	IM*E0066914	\$ 560.52	Mileage in District / In State
Employee Reimb	Elizabeth Mares	5/21/2018	IM*E0067223	\$ 8,300.00	Travel Advances
Invoice <\$15,000	Ellen Sutton	5/9/2018	IM*E0066947	\$ 1,200.00	Retires Healthcare Payments
Invoice <\$15,000	Elliott Auto Supply Co., Inc.	5/9/2018	IM*0235487	\$ 629.38	Purchase for Resale
Invoice <\$15,000	Ellman's Music Center Inc.	5/9/2018	IM*0235488	\$ 475.65	Non-Capital Equipment
Invoice <\$15,000	Elflucian	5/9/2018	IM*E0066971	\$ 225.00	Consultants Expense
Invoice <\$15,000	Elsevier Testing	5/9/2018	IM*0235489	\$ 11,250.00	Instructional Service Contracts
Invoice <\$15,000	Emanuel Aguilar	5/9/2018	IM*0235376	\$ 250.00	Other Contractual Services Expense
Invoice <\$15,000	Emergency Medical Products	5/9/2018	IM*0235490	\$ 1,691.20	Instructional Supplies
Invoice <\$15,000	Emma Alcock	5/9/2018	IM*E0066940	\$ 7.63	Mileage in District / In State
Invoice <\$15,000	Enercon, Ltd/Grumman Butkus Associates	5/16/2018	IM*E0067106	\$ 3,700.00	Other Contractual Services Expense
Invoice <\$15,000	Enforex/Ideal Education Group	5/8/2018	IM*W519	\$ 7,235.02	International Travel - Field Studies
Invoice <\$15,000	ERI Economic Research Institute Inc.	5/9/2018	IM*0235492	\$ 3,489.00	Publications
Invoice <\$15,000	Ericka Jimenes Viales	5/8/2018	IM*W524	\$ 1,581.68	International Travel - Field Studies
Employee Reimb	Erin Caters	5/10/2018	IM*E0067027	\$ 42.93	Other Materials & Supplies Expense
Employee Reimb	Erin Sullivan	5/10/2018	IM*0235768	\$ 31.92	Instructional Supplies
Invoice <\$15,000	Esco Institute Ltd.	5/9/2018	IM*0235493	\$ 2,375.00	Instructional Service Contracts
Invoice <\$15,000	Ethan Chivari	5/9/2018	IM*0235442	\$ 100.00	Consultants Expense
Invoice <\$15,000	Euclid Beverage, Ltd.	5/9/2018	IM*0235495	\$ 223.00	Purchase for Resale
Employee Reimb	Eugene Refakes	5/3/2018	IM*E0066920	\$ 948.43	Travel - Out of State
Invoice <\$15,000	Everfl Inc	5/9/2018	IM*E0066972	\$ 12,890.00	Other Contractual Services Expense
Invoice <\$15,000	Ewert, Inc.	5/9/2018	IM*0235496	\$ 87.58	Maintenance Supplies
Invoice <\$15,000	Fastenal Company	5/2/2018	IM*E0066828	\$ 64.26	Maintenance Supplies
Invoice <\$15,000	Fasteners for Retail	5/9/2018	IM*0235497	\$ 49.16	Other supplies
Invoice <\$15,000	Fastsigns - Naperville	5/8/2018	IM*0235498	\$ 2,171.65	Advertising Expense
Employee Reimb	Felix Davis	5/3/2018	IM*E0066894	\$ 900.00	Tuition Reimbursement-Faculty
Invoice <\$15,000	Ferguson Enterprises, Inc.	5/8/2018	IM*0235499	\$ 232.20	Non-Capital Equipment
Invoice <\$15,000	Fermi Research Alliance, LLC	5/16/2018	IM*E0067107	\$ 11,000.00	Other Expenditure
Invoice <\$15,000	Fernando Macias	5/9/2018	IM*0235576	\$ 100.00	Consultants Expense
Invoice <\$15,000	Feryaal Tahr	5/9/2018	IM*0235687	\$ 224.21	Funds Held in Custody of Others
Invoice <\$15,000	First Student, Inc.	5/9/2018	IM*0235501	\$ 462.50	Other Conference & Meeting Expense
Invoice <\$15,000	Fisher Scientific Company	5/9/2018	IM*0235503	\$ 3,445.37	Instructional Supplies
Invoice <\$15,000	Flagg Creek Water Reclamation District	5/9/2018	IM*0235505	\$ 33.45	Water - Sewage Expense
Invoice <\$15,000	Flinn Scientific	5/9/2018	IM*0235506	\$ 1,088.93	Instructional Supplies
Invoice <\$15,000	Follett's College of DuPage	5/9/2018	IM*0235507	\$ 499.41	Other Expenditure
Invoice <\$15,000	Forestry Suppliers, Inc.	5/30/2018	IM*E0067366	\$ 512.33	Instructional Supplies

D. All Disbursements Excluding Payroll
 College of DuPage
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 ACCOUNTS PAYABLE AND PAYROLL REPORT
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AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	Forocio S.L.	5/8/2018	IM*W525	\$ 12,013.99	International Travel - Field Studies
Invoice <\$15,000	Fortune Fish Company	5/16/2018	IM*E0067108	\$ 1,138.14	Instructional Supplies
Invoice <\$15,000	Fortune Fish Company	5/9/2018	IM*E0066973	\$ 1,265.37	Instructional Supplies
Invoice <\$15,000	Fortune Fish Company	5/2/2018	IM*E0066829	\$ 840.67	Instructional Supplies
Invoice <\$15,000	Fox Valley Fire & Safety Company, Inc.	5/30/2018	IM*E0067367	\$ 300.00	Facilities Maintenance Service Expense
Invoice <\$15,000	Fox Valley Fire & Safety Company, Inc.	5/16/2018	IM*E0067109	\$ 2,464.00	Maintenance Supplies
Employee Reimb	Frances Duckworth	5/10/2018	IM*0235737	\$ 199.00	Tuition Reimbursement-Classified
Invoice <\$15,000	Free Lance Sales	5/9/2018	IM*0235510	\$ 218.02	Instructional Supplies
Invoice <\$15,000	FSBPT	5/9/2018	IM*0235511	\$ 190.00	Instructional Service Contracts
Invoice <\$15,000	Full Compass Systems, Ltd	5/23/2018	IM*E0067246	\$ 6,648.00	Equipment - Instructional
Invoice <\$15,000	Full Compass Systems, Ltd	5/16/2018	IM*E0067110	\$ 1,265.12	Audio/Visual Materials
Invoice <\$15,000	Full Compass Systems, Ltd	5/9/2018	IM*E0066974	\$ 401.00	Non-Capital Equipment
Invoice <\$15,000	Gary Caprio	5/9/2018	IM*0235430	\$ 75.00	Consultants Expense
Invoice <\$15,000	Gary Dyson	5/9/2018	IM*0235482	\$ 150.00	Consultants Expense
Invoice <\$15,000	Gary Kalkopf	5/9/2018	IM*0235555	\$ 200.00	Consultants Expense
Invoice <\$15,000	Geese Police	5/9/2018	IM*0235513	\$ 680.00	Other Contractual Services Expense
Invoice <\$15,000	George Patton Associates, Inc.	5/9/2018	IM*0235515	\$ 2,090.98	Equipment - Office
Invoice <\$15,000	George Patton Associates, Inc.	5/9/2018	IM*0235514	\$ 946.68	Instructional Supplies
Employee Reimb	Gilbert Egge	5/24/2018	IM*E0067308	\$ 2,230.84	Travel - Out of State
Employee Reimb	Gilbert Egge	5/10/2018	IM*E0067040	\$ 65.00	Dues
Employee Reimb	Gilbert Egge	5/3/2018	IM*E0066897	\$ 493.34	Travel - Out of State
Employee Reimb	Gina Wheatlay	5/17/2018	IM*E0067218	\$ 79.00	Tuition Reimbursement-Classified
Invoice <\$15,000	Giovanni Aldo	5/9/2018	IM*E0066951	\$ 600.00	Consultants Expense
Invoice <\$15,000	Global Equipment Company, Inc.	5/9/2018	IM*E0066975	\$ 647.90	Maintenance Supplies
Invoice <\$15,000	Goding Electric Company	5/9/2018	IM*0235516	\$ 3,270.00	Maintenance Supplies
Invoice <\$15,000	Grace Bleivins	5/9/2018	IM*0235417	\$ 150.00	Consultants Expense
Invoice <\$15,000	Grainger - Downers Grove	5/30/2018	IM*E0067368	\$ 799.02	Maintenance Services Expense
Invoice <\$15,000	Grainger - Downers Grove	5/23/2018	IM*E0067247	\$ 604.47	Office Supplies
Invoice <\$15,000	Grainger - Downers Grove	5/9/2018	IM*E0066976	\$ 292.21	Maintenance Services Expense
Invoice <\$15,000	Grainger - Downers Grove	5/2/2018	IM*E0066830	\$ 978.68	Other Materials & Supplies Expense
Invoice <\$15,000	Grand Stage Lighting Co., Inc.	5/9/2018	IM*0235518	\$ 672.95	Other supplies
Invoice <\$15,000	Grass Roots Press	5/9/2018	IM*0235519	\$ 680.18	Instructional Supplies
Invoice <\$15,000	Great Lakes Higher Education Guaranty Corporation	5/10/2018	IM*0235777	\$ 690.29	Wage Assignments
Invoice <\$15,000	Greenhaven Publishing, Llc	5/16/2018	IM*E0067111	\$ 42.02	Books and Binding Costs
Invoice <\$15,000	Greg Pasonko	5/30/2018	IM*E0067380	\$ 160.00	Advertising Expense
Invoice <\$15,000	Gregory Godsil	5/16/2018	IM*E0087081	\$ 200.00	Consultants Expense
Invoice <\$15,000	Gregory McVey	5/9/2018	IM*0235582	\$ 430.29	Recruitment Expense
Invoice <\$15,000	Grey House Publishing	5/9/2018	IM*0235520	\$ 148.50	Books and Binding Costs
Invoice <\$15,000	Gumbo Medical, LLC	5/9/2018	IM*0235521	\$ 5,765.00	Non-Capital Equipment
Invoice <\$15,000	GW Berkheimer Co. Inc.	5/30/2018	IM*E0067369	\$ 31.99	Maintenance Supplies
Invoice <\$15,000	GW Berkheimer Co. Inc.	5/9/2018	IM*E0066977	\$ 750.00	Maintenance Supplies
Invoice <\$15,000	GW Berkheimer Co. Inc.	5/2/2018	IM*E00669831	\$ 3,622.82	Equipment - Instructional
Invoice <\$15,000	Hamaad Khan	5/9/2018	IM*0235551	\$ 28.25	Conference/Meeting Expense - Local
Invoice <\$15,000	Harland Clarke Corporation	5/23/2018	IM*E0067248	\$ 2,931.00	Other Contractual Services Expense
Invoice <\$15,000	Harold DeBord	5/9/2018	IM*0235466	\$ 900.00	Retiree Healthcare Payments
Invoice <\$15,000	Haytam Elboughmidi	5/9/2018	IM*0235486	\$ 250.00	Funds Held in Custody of Others
Invoice <\$15,000	HB Direct.com	5/23/2018	IM*E0067249	\$ 184.70	Books and Binding Costs
Employee Reimb	Helen Gbala	5/3/2018	IM*E0066905	\$ 40.00	Dues - Classified
Invoice <\$15,000	Henry Schein	5/9/2018	IM*0235526	\$ 3,158.37	Other Materials & Supplies Expense
Invoice <\$15,000	Heritage Wine Cellars, Inc.	5/30/2018	IM*E0067370	\$ 460.96	Instructional Supplies
Invoice <\$15,000	Heritage Wine Cellars, Inc.	5/9/2018	IM*E0066978	\$ 354.85	Instructional Supplies
Invoice <\$15,000	Heritage Wine Cellars, Inc.	5/2/2018	IM*E0066832	\$ 871.63	Instructional Supplies
Invoice <\$15,000	Herven Barham	5/9/2018	IM*0235409	\$ 354.15	Funds Held in Custody of Others
Invoice <\$15,000	Hilde Achepohl	5/9/2018	IM*0235373	\$ 990.80	Retiree Healthcare Payments

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Invoice <\$15,000	Hilton Lisle/Naperville	5/23/2018	IM*E0067250	\$ 1,476.30	Conference/Meeting Expense - Local
Invoice <\$15,000	Hilton Lisle/Naperville	5/16/2018	IM*E0067112	\$ 843.60	Conference/Meeting Expense - Local
Invoice <\$15,000	Hilton Lisle/Naperville	5/9/2018	IM*E0066979	\$ 5,140.41	Funds Held in Custody of Others
Invoice <\$15,000	Hipp Temporary Solutions	5/9/2018	IM*0235553	\$ 750.00	Instructional Service Contracts
Invoice <\$15,000	H-O-H Water Technology, Inc.	5/9/2018	IM*0235523	\$ 2,371.70	Maintenance Supplies
Invoice <\$15,000	Hollman Inc.	5/18/2018	IM*0235817	\$ 2,824.91	Non-Capital Equipment
Invoice <\$15,000	Holly Hubert	5/9/2018	IM*0235532	\$ 1,200.00	Retiree Healthcare Payments
Invoice <\$15,000	Holstein's Garage	5/16/2018	IM*E0067113	\$ 309.00	Maintenance Services Expense
Invoice <\$15,000	Holstein's Garage	5/9/2018	IM*E0068990	\$ 1,420.00	Maintenance Services Expense
Invoice <\$15,000	Holstein's Garage	5/2/2018	IM*E0066833	\$ 2,651.00	Maintenance Services Expense
Invoice <\$15,000	Holt Anatomical, Inc.	5/9/2018	IM*E0066981	\$ 1,148.00	Non-Capital Equipment
Invoice <\$15,000	Home Depot - Downers Grove	5/15/2018	IM*0235809	\$ 2,033.75	Other supplies
Invoice <\$15,000	Home Depot - Downers Grove	5/9/2018	IM*0235528	\$ 782.10	Instructional Supplies
Invoice <\$15,000	Honeywell International, Inc.	5/9/2018	IM*E0066982	\$ 11,645.58	Facilities Maintenance Service Expense
Invoice <\$15,000	Hotel Andrea Limitada	5/8/2018	IM*W22	\$ 2,887.73	International Travel - Field Studies
Invoice <\$15,000	Hotel Los Lagos Spa & Resort	5/9/2018	IM*W526	\$ 3,556.00	International Travel - Field Studies
Invoice <\$15,000	HP Inc.	5/9/2018	IM*0235530	\$ 58.15	IT Maintenance Services
Invoice <\$15,000	Human Factor Research Group, Inc.	5/9/2018	IM*E0066983	\$ 6,390.00	Instructional Supplies
Invoice <\$15,000	Hummert Int'l	5/9/2018	IM*0235533	\$ 1,164.50	Non-Capital Equipment
Invoice <\$15,000	I Have Bean	5/16/2018	IM*E0067114	\$ 159.30	Purchase for Resale
Invoice <\$15,000	I Have Bean	5/2/2018	IM*E0066834	\$ 571.80	Instructional Supplies
Invoice >\$15,000	IACE Travel	5/29/2018	IM*E0067349	\$ 32,892.00	International Travel - Field Studies
Invoice <\$15,000	IAPPO-IL Assoc of Public Procurement	5/9/2018	IM*0235534	\$ 45.00	Dues
Invoice <\$15,000	ICISP- IL Consortium for International Studies and Programs	5/9/2018	IM*E0066984	\$ 2,824.00	International Travel - Field Studies
Invoice <\$15,000	ICN-CMS	5/9/2018	IM*0235535	\$ 5,810.00	IT Maintenance Services
Invoice <\$15,000	IDES-Magnetic Media Unit	5/18/2018	IM*0235818	\$ 12,834.50	Unemployment Insurance Expense
Invoice >\$15,000	IDES-Magnetic Media Unit	5/24/2018	IM*A702	\$ 174,650.55	Withholding Tax - State
Invoice >\$15,000	IDES-Magnetic Media Unit	5/10/2018	IM*A697	\$ 185,887.70	Withholding Tax - State
Invoice <\$15,000	IL Library Association	5/2/2018	IM*E0066835	\$ 150.00	Conference/Meeting Expense - Local
Invoice <\$15,000	IL Ornithological Society	5/9/2018	IM*0235536	\$ 35.00	Publications
Invoice <\$15,000	ILCA	5/9/2018	IM*0235537	\$ 115.00	Dues - Classified
Invoice <\$15,000	Illinois Campus Compact	5/2/2018	IM*E0066836	\$ 6,000.00	Other Contractual Services Expense
Invoice <\$15,000	Illinois Department of Revenue	5/18/2018	IM*A700	\$ 3,041.00	Sales Tax
Invoice <\$15,000	Illinois Department of Revenue	5/16/2018	IM*A699	\$ 57.71	Hotel/Motel Tax
Invoice <\$15,000	Illinois Education Association	5/24/2018	IM*E0067342	\$ 188.76	Professional Dues
Invoice <\$15,000	Illinois Education Association	5/10/2018	IM*E0067066	\$ 188.76	Professional Dues
Invoice <\$15,000	Illinois Fraternal Order of Police	5/24/2018	IM*E0067341	\$ 357.30	Professional Dues
Invoice <\$15,000	Illinois Fraternal Order of Police	5/10/2018	IM*E0067065	\$ 357.30	Professional Dues
Invoice <\$15,000	Illinois Institute for Continuing Legal Education	5/9/2018	IM*0235538	\$ 727.00	Books and Binding Costs
Invoice <\$15,000	Illinois Secretary of State	5/16/2018	IM*0235811	\$ 32.00	Financial Charges & Adjustments
Invoice <\$15,000	Illinois State Toll Hwy Authority	5/9/2018	IM*0235539	\$ 7.70	Travel - In Dist / In State
Invoice <\$15,000	Imprint Enterprises	5/9/2018	IM*0235540	\$ 188.52	Other Materials & Supplies Expense
Invoice <\$15,000	Infinity Transportation Management, LLC	5/23/2018	IM*E0067251	\$ 3,879.00	Other Contractual Services Expense
Invoice <\$15,000	Infinity Transportation Management, LLC	5/16/2018	IM*E0067115	\$ 2,177.00	Other Contractual Services Expense
Invoice <\$15,000	Infinity Transportation Management, LLC	5/9/2018	IM*E0066985	\$ 2,494.50	Other Contractual Services Expense
Invoice <\$15,000	Infinity Transportation Management, LLC	5/2/2018	IM*E0066837	\$ 6,902.00	Other Contractual Services Expense
Invoice <\$15,000	Infobase Publishing	5/9/2018	IM*0235541	\$ 407.86	Books and Binding Costs
Invoice <\$15,000	Institute for Leadership Excellence & Dev., Inc	5/2/2018	IM*E0066838	\$ 1,400.00	Instructional Service Contracts
Invoice <\$15,000	Intelligent Lighting Creations	5/2/2018	IM*E0066839	\$ 1,423.96	Other supplies
Invoice <\$15,000	Interline Brands, Inc.	5/30/2018	IM*E0067371	\$ 863.73	Maintenance Supplies
Invoice <\$15,000	Interline Brands, Inc.	5/23/2018	IM*E0067252	\$ 2,181.91	Maintenance Supplies
Invoice <\$15,000	International Union of Operating Engineers	5/24/2018	IM*0235897	\$ 671.13	Professional Dues
Invoice <\$15,000	International Union of Operating Engineers	5/10/2018	IM*0235778	\$ 671.13	Professional Dues
Invoice <\$15,000	Intersection Media Holdings, Inc.	5/16/2018	IM*E0067116	\$ 3,471.19	Advertising Expense

D. All Disbursements Excluding Payroll
 College of DuPage
 Community College District No. 502
ACCOUNTS PAYABLE AND PAYROLL REPORT
CASH DISBURSEMENTS
 May 31, 2018

CHECKS ISSUED DURING ACCOUNTING MONTH - May 2018

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AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	Iron Mountain Off Site Data	5/9/2018	IM*0235542	\$ 307.73	IT Maintenance Services
Invoice <\$15,000	J.J. Keller & Associates, Inc.	5/9/2018	IM*0235543	\$ 1,359.78	Instructional Supplies
Invoice <\$15,000	Jacob Parrino	5/9/2018	IM*0235632	\$ 120.00	Funds Held in Custody of Others
Invoice <\$15,000	Jacqueline Skryd	5/9/2018	IM*0235677	\$ 735.00	Consultants Expense
Employee Reimb	Jacqueline Weaver	5/31/2018	IM*E0067430	\$ 950.00	Travel - In Dist / In State
Employee Reimb	Jacqueline Weaver	5/17/2018	IM*E0067220	\$ 1,948.05	Travel Advances
Invoice <\$15,000	Jake Kent	5/9/2018	IM*0235558	\$ 500.00	Funds Held in Custody of Others
Invoice <\$15,000	Jameco Electronics	5/16/2018	IM*E0067117	\$ 144.21	Instructional Supplies
Invoice <\$15,000	Jameco Electronics	5/9/2018	IM*E0066986	\$ 219.99	Instructional Supplies
Invoice <\$15,000	Jameco Electronics	5/2/2018	IM*E0066840	\$ 1,332.56	Other Materials & Supplies Expense
Employee Reimb	James Allen	5/3/2018	IM*E0066881	\$ 100.00	Tuition Reimbursement-Faculty
Employee Reimb	James Bents	5/17/2018	IM*E0067169	\$ 38.00	Travel - In Dist / In State
Employee Reimb	James Fisher	5/24/2018	IM*E0067310	\$ 26.58	Office Supplies
Invoice <\$15,000	James Jones	5/9/2018	IM*0235552	\$ 505.00	Consultants Expense
Employee Reimb	James Kosteck	5/24/2018	IM*E0067319	\$ 29.50	Travel - Out of State
Employee Reimb	James Kosteck	5/10/2018	IM*E0067051	\$ 786.51	Travel - Out of State
Employee Reimb	James Ludden	5/8/2018	IM*E0066936	\$ 2,200.00	Travel Advances
Employee Reimb	James Nocera	5/10/2018	IM*E0067058	\$ 99.99	Audio/Visual Materials
Employee Reimb	James Tumavich	5/31/2018	IM*E0067428	\$ 350.48	Tuition Reimbursement-Faculty
Employee Reimb	Jamie Fredericks	5/17/2018	IM*E0067183	\$ 27.16	Instructional Supplies
Employee Reimb	Jamie Fredericks	5/10/2018	IM*E0067041	\$ 126.70	Instructional Supplies
Employee Reimb	Jamie Jesk	5/10/2018	IM*E0067046	\$ 1,800.00	Tuition Reimbursement-Classified
Employee Reimb	Jana Kielb	5/24/2018	IM*E0067318	\$ 175.35	Instructional Supplies
Employee Reimb	Jane Kielb	5/17/2018	IM*E0067194	\$ 409.65	Instructional Supplies
Employee Reimb	Jane Schubert	5/17/2018	IM*E0067211	\$ 110.71	Mileage In District / In State
Employee Reimb	Jane Smith	5/31/2018	IM*E0067427	\$ 1,536.40	Travel - Out of State
Employee Reimb	Janelle Walker	5/3/2018	IM*E0068931	\$ 692.90	Tuition Reimbursement-Classified
Employee Reimb	Janet Minton	5/3/2018	IM*E0066916	\$ 100.83	Instructional Supplies
Invoice <\$15,000	Jardines de la Catarate, SA	5/8/2018	IM*W521	\$ 1,240.31	International Travel - Field Studies
Employee Reimb	Jason Florin	5/31/2018	IM*E0067417	\$ 41.00	Conference/Meeting Expense - Local
Employee Reimb	Jason Levaggi	5/10/2018	IM*0235748	\$ 50.70	Mileage In District / In State
Employee Reimb	Jason Smart	5/3/2018	IM*E0066924	\$ 1,373.37	Travel - Out of State
Invoice <\$15,000	Jay Riordan	5/9/2018	IM*0235658	\$ 200.00	Consultants Expense
Invoice <\$15,000	JBH Technologies, Inc.	5/9/2018	IM*E0066987	\$ 3,534.00	Maintenance Services Expense
Invoice <\$15,000	Jean Ford	5/9/2018	IM*0235508	\$ 900.00	Retiree Healthcare Payments
Employee Reimb	Jeanette Joy	5/18/2018	IM*E0067221	\$ 10,750.00	Travel Advances
Employee Reimb	Jeanette Joy	5/10/2018	IM*E0067048	\$ 115.91	Travel - In Dist / In State
Employee Reimb	Jeffrey Papp	5/24/2018	IM*E0067326	\$ 58.87	Mileage In District / In State
Employee Reimb	Jeffrey Papp	5/10/2018	IM*E0067059	\$ 97.57	Mileage In District / In State
Invoice <\$15,000	Jeffrey Powell	5/9/2018	IM*0235639	\$ 150.00	Consultants Expense
Invoice <\$15,000	JEM Medical, Inc	5/16/2018	IM*E0067118	\$ 90.00	Instructional Service Contracts
Invoice <\$15,000	JEM Medical, Inc	5/2/2018	IM*E0066841	\$ 1,895.00	Instructional Service Contracts
Invoice <\$15,000	Jenn Sales Corporation	5/9/2018	IM*0235545	\$ 280.00	Instructional Supplies
Employee Reimb	Jennifer Charles	5/17/2018	IM*E0067176	\$ 49.00	Tuition Reimbursement-Classified
Employee Reimb	Jennifer Chiavola	5/17/2018	IM*E0067177	\$ 20.04	Mileage In District / In State
Employee Reimb	Jennifer Duda	5/17/2018	IM*E0067182	\$ 325.00	Dues - Classified
Employee Reimb	Jennifer Prusko	5/10/2018	IM*0235762	\$ 1,269.38	Travel - Out of State
Employee Reimb	Jennifer Scavone	5/10/2018	IM*0235765	\$ 69.11	Instructional Supplies
Employee Reimb	Jennifer Schreier	5/10/2018	IM*0235766	\$ 336.58	Other Conference & Meeting Expense
Invoice <\$15,000	Jerry Haggerty Chevrolet	5/2/2018	IM*E0066842	\$ 186.19	Instructional Supplies
Invoice <\$15,000	Jim Zalud	5/9/2018	IM*0235723	\$ 1,250.00	Instructional Service Contracts
Invoice <\$15,000	JKR Holdings Inc.	5/9/2018	IM*0235546	\$ 524.25	Maintenance Services Expense
Invoice <\$15,000	JMA Construction, Inc.	5/2/2018	IM*E0066843	\$ 850.00	Non-Capital Equipment
Employee Reimb	Joan Dipiero	5/10/2018	IM*E0067035	\$ 76.48	Other supplies

D. All Disbursements Excluding Payroll
College of DuPage
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ACCOUNTS PAYABLE AND PAYROLL REPORT
CASH DISBURSEMENTS
May 31, 2018

CHECKS ISSUED DURING ACCOUNTING MONTH - May 2018

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AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Employee Reimb	Joann Harling	5/10/2018	IM*0235743	\$ 225.00	Tuition Reimbursement-CODA
Employee Reimb	Joanne Mitrenga	5/17/2018	IM*E0067204	\$ 47.43	Other Conference & Meeting Expense
Employee Reimb	Joanne Mitrenga	5/10/2018	IM*0235754	\$ 106.76	Other Conference & Meeting Expense
Employee Reimb	John Bollweg	5/24/2018	IM*E0067299	\$ 1,155.83	Tuition Reimbursement-Classified
Invoice <\$15,000	John Deuschle	5/9/2018	IM*0235477	\$ 250.00	Funds Held in Custody of Others
Employee Reimb	John Paris	5/21/2018	IM*E0067226	\$ 540.00	Travel Advances
Employee Reimb	John Paris	5/10/2018	IM*E0067060	\$ 335.78	Other Conference & Meeting Expense
Employee Reimb	John Staack	5/31/2018	IM*0235954	\$ 22,900.00	Travel Advances
Invoice <\$15,000	John Wiley & Sons - Boston	5/9/2018	IM*0235547	\$ 108.98	Books and Binding Costs
Invoice <\$15,000	Johnny's Selected Seeds	5/9/2018	IM*0235548	\$ 5.90	Instructional Supplies
Invoice <\$15,000	Johnson Controls Inc.	5/9/2018	IM*0235550	\$ 2,738.00	Equipment - Instructional
Invoice <\$15,000	Johnstone Supply	5/9/2018	IM*0235551	\$ 3,344.99	Equipment - Instructional
Invoice <\$15,000	Jon Chumas	5/9/2018	IM*0235444	\$ 250.00	Funds Held in Custody of Others
Employee Reimb	Jon Gantt	5/10/2018	IM*0235740	\$ 768.75	Other supplies
Invoice <\$15,000	Jonathan Abarbanel	5/8/2018	IM*0235369	\$ 150.00	Other Contractual Services Expense
Invoice <\$15,000	Jordan Health Products II	5/16/2018	IM*E0067119	\$ 1,142.50	Instructional Supplies
Employee Reimb	Jose Alferez	5/24/2018	IM*E0067297	\$ 105.22	Mileage In District / In State
Employee Reimb	Joseph Cassidy	5/24/2018	IM*E0067303	\$ 63.00	Instructional Supplies
Employee Reimb	Joseph Gilles	5/10/2018	IM*0235741	\$ 95.80	Dues - Faculty
Employee Reimb	Joseph Hopper	5/24/2018	IM*E0067313	\$ 129.64	Conference/Meeting Expense - Local
Employee Reimb	Joseph Hopper	5/10/2018	IM*E0067044	\$ 268.91	Conference/Meeting Expense - Local
Invoice <\$15,000	Joseph Milligan	5/9/2018	IM*0235592	\$ 2,277.11	Retiree Healthcare Payments
Invoice <\$15,000	Josie Suter	5/9/2018	IM*0235686	\$ 250.00	Funds Held in Custody of Others
Employee Reimb	Joyce Graves	5/31/2018	IM*E0067418	\$ 439.75	Instructional Supplies
Employee Reimb	Joyce Graves	5/3/2018	IM*E0066907	\$ 60.00	Instructional Supplies
Employee Reimb	Julia diLiberi	5/3/2018	IM*E0066895	\$ 207.61	Other Conference & Meeting Expense
Invoice <\$15,000	Julia Fischbach	5/9/2018	IM*0235502	\$ 250.00	Other Contractual Services Expense
Employee Reimb	Justin Hardee	5/17/2018	IM*E0067187	\$ 189.67	Mileage In District / In State
Employee Reimb	Justin Wagner	5/24/2018	IM*E0067334	\$ 928.12	Other Conference & Meeting Expense
Employee Reimb	Justin Witte	5/24/2018	IM*E0067336	\$ 400.71	Other Conference & Meeting Expense
Employee Reimb	Justin Witte	5/17/2018	IM*E0067219	\$ 277.33	Other supplies
Invoice <\$15,000	K & R Wholesalers, Inc.	5/2/2018	IM*E0068844	\$ 1,397.78	Maintenance Services Expense
Invoice <\$15,000	Kaeser & Blair, Inc.	5/23/2018	IM*E0067253	\$ 1,819.83	Conference/Meeting Expense - Local
Invoice <\$15,000	Kapopy, LLC	5/23/2018	IM*E0067254	\$ 6,000.00	Publications
Employee Reimb	Karen Arentsen	5/10/2018	IM*0235731	\$ 119.22	Instructional Supplies
Employee Reimb	Karen Batke	5/31/2018	IM*E0067406	\$ 426.07	Tuition Reimbursement-Faculty
Invoice <\$15,000	Karen Dickelma	5/9/2018	IM*E0066942	\$ 1,065.00	Other Contractual Services Expense
Employee Reimb	Karen Kuhn	5/17/2018	IM*E0067197	\$ 510.00	Dues - Administrators
Employee Reimb	Karla Magow	5/10/2018	IM*0235753	\$ 170.68	Instructional Supplies
Invoice <\$15,000	Kathleen Hess	5/9/2018	IM*0235527	\$ 154.33	Recruitment Expense
Employee Reimb	Kathleen Kasprzyk Szelela	5/10/2018	IM*E0067049	\$ 1,266.08	Travel - Out of State
Employee Reimb	Kathleen Smid	5/17/2018	IM*E0067212	\$ 65.06	Mileage In District / In State
Employee Reimb	Kayla Chepyator	5/10/2018	IM*E0067030	\$ 27.95	Other Conference & Meeting Expense
Employee Reimb	Kayla Chepyator	5/3/2018	IM*E0066887	\$ 1,137.41	Other Conference & Meeting Expense
Invoice <\$15,000	Kelth Rogowski	5/9/2018	IM*0235660	\$ 200.00	Consultants Expense
Invoice <\$15,000	Keller-Heart Co., Inc.	5/2/2018	IM*E0066845	\$ 159.90	Maintenance Supplies
Employee Reimb	Kelli Kerns	5/10/2018	IM*0235747	\$ 72.49	Mileage In District / In State
Employee Reimb	Kelly Stokes	5/10/2018	IM*0235767	\$ 115.00	Tuition Reimbursement-CODA
Invoice <\$15,000	Kennicott Brothers Company	5/9/2018	IM*0235557	\$ 950.28	Other supplies
Employee Reimb	Kerri Doherty	5/10/2018	IM*E0067038	\$ 1,154.10	Travel - Out of State
Invoice <\$15,000	Kevin Demery	5/9/2018	IM*0235467	\$ 100.00	Consultants Expense
Employee Reimb	Kevin Tyrrell	5/24/2018	IM*E0067333	\$ 3,069.80	Travel - In Dist / In State
Invoice <\$15,000	Kiesler's Police Supply, Inc.	5/9/2018	IM*0235563	\$ 7,800.00	Inventory
Invoice <\$15,000	Kilgore International	5/23/2018	IM*E0067255	\$ 182.00	Instructional Supplies

D. All Disbursements Excluding Payroll
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Employee Reimb	Kimberly Morris	5/24/2018	IM*E0067323	\$ 2,337.95	Other supplies
Employee Reimb	Kimberly Morris	5/3/2018	IM*E0066918	\$ 295.08	Other supplies
Invoice <\$15,000	Kirk Musprat	5/9/2018	IM*E0066945	\$ 4,250.00	Other Contractual Services Expense
Employee Reimb	Kirk Overstreet	5/17/2018	IM*E0067207	\$ 1,495.64	Travel - Out of State
Invoice <\$15,000	Krueger International, Inc.	5/23/2018	IM*E0067256	\$ 402.96	Building Remodeling Expense
Invoice <\$15,000	Krueger International, Inc.	5/9/2018	IM*E0066988	\$ 449.88	Equipment - Office
Employee Reimb	Krystina LaSorsa	5/31/2018	IM*E0067421	\$ 19.62	Mileage In District / In State
Employee Reimb	Krystina LaSorsa	5/10/2018	IM*E0067052	\$ 22.35	Mileage In District / In State
Invoice <\$15,000	Krzysztof Bajorek	5/9/2018	IM*0235405	\$ 150.00	Funds Held In Custody of Others
Invoice <\$15,000	Kwasi Amankwah	5/9/2018	IM*0235384	\$ 150.00	Consultants Expense
Invoice >\$15,000	Kyoto International Academy	5/24/2018	IM*W531	\$ 32,200.00	International Travel - Field Studies
Invoice <\$15,000	Laff Productions Inc	5/9/2018	IM*0235566	\$ 7,500.00	Prepaid Expenses
Invoice <\$15,000	Laport, Inc.	5/9/2018	IM*0235567	\$ 9,101.55	Maintenance Supplies
Employee Reimb	Larinda Dixon	5/24/2018	IM*E0067307	\$ 80.69	Mileage In District / In State
Employee Reimb	Larinda Dixon	5/10/2018	IM*E0067037	\$ 225.67	Mileage In District / In State
Invoice <\$15,000	Laura Jull	5/9/2018	IM*0235554	\$ 164.48	Recruitment Expense
Invoice <\$15,000	Laura Moschel	5/2/2018	IM*E0066799	\$ 400.00	Other Contractual Services Expense
Employee Reimb	Laurel Jolly-McCarthy	5/10/2018	IM*0235746	\$ 271.75	Instructional Supplies
Employee Reimb	Lauren Milligan	5/24/2018	IM*E0067322	\$ 195.69	Instructional Supplies
Employee Reimb	Lauren Morgan	5/3/2018	IM*E0066917	\$ 55.76	Travel Advances
Employee Reimb	Laurette Jorgensen	5/17/2018	IM*E0067191	\$ 248.46	Conference/Meeting Expense - Local
Invoice <\$15,000	Law Bulletin Publishing Co.	5/9/2018	IM*E0066989	\$ 86.11	Books and Binding Costs
Invoice <\$15,000	Legat Architects	5/23/2018	IM*E0067257	\$ 879.96	Architectural Services Expense
Invoice >\$15,000	Legat Architects	5/11/2018	IM*E0067074	\$ 26,398.80	Architectural Services Expense
Invoice <\$15,000	Lennox	5/9/2018	IM*0235569	\$ 3,225.00	Equipment - Instructional
Invoice <\$15,000	Len's Ace Hardware, Inc.	5/30/2018	IM*E0067372	\$ 28.78	IT Maintenance Services
Invoice <\$15,000	Len's Ace Hardware, Inc.	5/15/2018	IM*E0067120	\$ 216.84	Other supplies
Invoice <\$15,000	Len's Ace Hardware-Glen Ellyn	5/9/2018	IM*0235568	\$ 987.47	Maintenance Supplies
Invoice <\$15,000	Leo's Upholstery Inc.	5/30/2018	IM*E0067373	\$ 6,265.00	Equipment - Office
Invoice <\$15,000	Lex Meet, LTD	5/9/2018	IM*0235570	\$ 1,904.86	Instructional Supplies
Invoice <\$15,000	Liberty Chevrolet, Inc.	5/9/2018	IM*0235571	\$ 446.00	Maintenance Services Expense
Invoice <\$15,000	Lifeline Training	5/9/2018	IM*0235572	\$ 329.00	Tuition Reimbursement-Classified
Employee Reimb	Linda Nejman	5/10/2018	IM*0235757	\$ 1,339.40	Travel - Out of State
Invoice <\$15,000	Lindsay Kesselman	5/9/2018	IM*0235559	\$ 1,200.00	Other Contractual Services Expense
Employee Reimb	Lisa Ely	5/3/2018	IM*E0066896	\$ 148.25	Mileage In District / In State
Employee Reimb	Lisa Haeggele	5/10/2018	IM*E0067042	\$ 101.91	Mileage In District / In State
Employee Reimb	Lisa Higgins	5/3/2018	IM*E0066909	\$ 21.99	Office Supplies
Employee Reimb	Lisa Stock	5/24/2018	IM*E0067331	\$ 1,401.69	Travel - Out of State
Invoice <\$15,000	Litronicx, Ltd.	5/9/2018	IM*0235573	\$ 477.50	Audio/Visual Materials
Invoice <\$15,000	Live Reps Call Center, LLC	5/9/2018	IM*E0066990	\$ 42.93	Other Contractual Services Expense
Invoice <\$15,000	Lombard Toyota	5/9/2018	IM*0235574	\$ 11.60	Instructional Supplies
Invoice <\$15,000	Lon Saucier	5/9/2018	IM*0235665	\$ 120.00	Funds Held In Custody of Others
Invoice <\$15,000	LorLar Enterprises Corporation	5/9/2018	IM*0235575	\$ 46.80	Instructional Supplies
Employee Reimb	Lucas Murray	5/10/2018	IM*0235756	\$ 144.83	Instructional Supplies
Employee Reimb	Mara Baker	5/17/2018	IM*E0067166	\$ 880.00	Tuition Reimbursement-Faculty
Invoice <\$15,000	Marberry Cleaners and Launderer's LLC	5/9/2018	IM*0235577	\$ 111.86	Maintenance Services Expense
Employee Reimb	Marco Benassi	5/21/2018	IM*E0067222	\$ 2,800.00	Travel Advances
Employee Reimb	Maren McKellin	5/17/2018	IM*E0067201	\$ 1,192.73	Travel - Out of State
Invoice <\$15,000	Margaret Bureau	5/8/2018	IM*0235426	\$ 100.00	Consultants Expense
Employee Reimb	Maria Hodapp	5/3/2018	IM*0235314	\$ 235.00	Tuition Reimbursement-CODA
Invoice <\$15,000	Marianna Industries, Inc.	5/9/2018	IM*E0066991	\$ 491.63	Instructional Supplies
Employee Reimb	Marilyn Ortiz	5/10/2018	IM*0235758	\$ 13.08	Mileage In District / In State
Employee Reimb	Mark Brady	5/24/2018	IM*E0067300	\$ 103.21	Mileage In District / In State
Employee Reimb	Mark Collins	5/31/2018	IM*E0067410	\$ 401.19	Travel - Out of State

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Employee Reimb	Mark Collins	5/17/2018	IM*E0067179	\$ 1,432.40	Travel - Out of State
Invoice <\$15,000	Mark Foss	5/23/2018	IM*E0067228	\$ 320.50	Other Contractual Services Expense
Invoice <\$15,000	Mark Foss	5/16/2018	IM*E0067080	\$ 275.00	Other Contractual Services Expense
Invoice <\$15,000	Mark Foss	5/9/2018	IM*E0066943	\$ 110.00	Other Contractual Services Expense
Employee Reimb	Mark Pearson	5/10/2018	IM*E0067051	\$ 160.23	Mileage In District / In State
Invoice <\$15,000	Market Lab	5/9/2018	IM*0235578	\$ 243.64	Instructional Supplies
Invoice <\$15,000	Marketron Broadcast Solutions	5/9/2018	IM*0235668	\$ 294.00	Maintenance Services Expense
Invoice <\$15,000	Marquee Event Group, Inc.	5/23/2018	IM*E0067258	\$ 96.93	Other Contractual Services Expense
Invoice <\$15,000	Marquee Event Group, Inc.	5/9/2018	IM*E0066992	\$ 8,665.74	Other Contractual Services Expense
Invoice <\$15,000	Marquee Event Group, Inc.	5/2/2018	IM*E0066846	\$ 2,127.16	Charges Facilities/Staff/Other
Employee Reimb	Martin Bartz	5/31/2018	IM*E0067405	\$ 75.00	Dues - Classified
Invoice <\$15,000	Martin Farrell	5/24/2018	IM*0235908	\$ 700.00	Honorarium Services
Employee Reimb	Matthew Foster	5/3/2018	IM*E0066902	\$ 645.45	Other Conference & Meeting Expense
Invoice <\$15,000	Mathews Medical and Scientific Books, Inc.	5/9/2018	IM*0235579	\$ 55.00	Books and Binding Costs
Employee Reimb	Maureen Waller	5/24/2018	IM*E0067335	\$ 582.84	Dues - Faculty
Employee Reimb	Maureen Waller	5/3/2018	IM*E0066932	\$ 79.57	Mileage In District / In State
Employee Reimb	Mauro Crestani	5/10/2018	IM*E0067033	\$ 230.00	Other Conference & Meeting Expense
Employee Reimb	Mauro Crestani	5/3/2018	IM*E0066883	\$ 4,439.32	Travel - Out of State
Invoice <\$15,000	Maxient LLC	5/2/2018	IM*E0066847	\$ 350.00	Travel - Out of State
Invoice <\$15,000	McKesson General Medical Corporation	5/9/2018	IM*0235580	\$ 663.71	Instructional Supplies
Invoice <\$15,000	McMaster Carr Supply	5/9/2018	IM*0235581	\$ 1,461.35	Instructional Supplies
Invoice <\$15,000	Medline Industries, Inc.	5/9/2018	IM*0235584	\$ 1,229.63	Instructional Supplies
Invoice <\$15,000	Medline Industries, Inc.	5/9/2018	IM*0235583	\$ 41.12	Instructional Supplies
Employee Reimb	Melissa Fanella	5/3/2018	IM*E0066901	\$ 66.53	Advertising Expense
Employee Reimb	Melissa Henry	5/3/2018	IM*E0066908	\$ 312.85	Mileage In District / In State
Employee Reimb	Melissa McKirdie	5/10/2018	IM*E0067056	\$ 160.00	Dues - Faculty
Employee Reimb	Melissa Schartz	5/3/2018	IM*E0066923	\$ 28.30	Mileage In District / In State
Employee Reimb	Melissa Victor	5/3/2018	IM*E0066930	\$ 1,204.21	Other Conference & Meeting Expense
Invoice <\$15,000	MH Sub I, LLC	5/9/2018	IM*0235586	\$ 74.83	Books and Binding Costs
Employee Reimb	Mia Boyd	5/10/2018	IM*E0067024	\$ 220.00	Tuition Reimbursement-Faculty
Invoice <\$15,000	Mi-Box	5/9/2018	IM*0235587	\$ 89.00	Rental Facility
Employee Reimb	Michael Conwood	5/17/2018	IM*E0067180	\$ 4.36	Mileage In District / In State
Employee Reimb	Michael Conwood	5/10/2018	IM*E0067032	\$ 4.36	Mileage In District / In State
Employee Reimb	Michael Conwood	5/3/2018	IM*E0066891	\$ 4.36	Mileage In District / In State
Invoice <\$15,000	Michael Durmus	5/16/2018	IM*E0067079	\$ 200.00	Consultants Expense
Employee Reimb	Michael Maddox	5/17/2018	IM*E0067199	\$ 192.16	Instructional Supplies
Employee Reimb	Michael McKissack	5/17/2018	IM*E0067202	\$ 325.00	Dues - Classified
Invoice <\$15,000	Michael Murphy	5/9/2018	IM*0235597	\$ 900.00	Retiree Healthcare Payments
Invoice <\$15,000	Michael Muzik	5/9/2018	IM*0235596	\$ 250.00	Funds Held in Custody of Others
Invoice <\$15,000	Michel, LLC	5/9/2018	IM*0235588	\$ 5,759.68	Maintenance Services Expense
Invoice <\$15,000	Michelle Allmendinger	5/9/2018	IM*0235381	\$ 268.14	Recruitment Expense
Invoice <\$15,000	Michelle Hubbard	5/9/2018	IM*0235531	\$ 159.14	Recruitment Expense
Invoice <\$15,000	Michigan Department of State Police	5/9/2018	IM*0235589	\$ 350.00	Tuition Reimbursement-Admin
Invoice <\$15,000	Midway Dental Supply Detroit, LLC	5/9/2018	IM*E0066903	\$ 525.82	Maintenance Services Expense
Invoice <\$15,000	Midway Dental Supply Detroit, LLC	5/2/2018	IM*E0066848	\$ 30.15	Maintenance Services Expense
Invoice <\$15,000	Midway Staffing, Inc.	5/30/2018	IM*E0067374	\$ 9,680.42	Custodial Services
Invoice <\$15,000	Midway Staffing, Inc.	5/23/2018	IM*E0067259	\$ 10,582.09	Custodial Services
Invoice <\$15,000	Midway Staffing, Inc.	5/16/2018	IM*E0067122	\$ 9,291.45	Custodial Services
Invoice <\$15,000	Midway Staffing, Inc.	5/9/2018	IM*E0066994	\$ 9,500.17	Custodial Services
Invoice <\$15,000	Midway Staffing, Inc.	5/2/2018	IM*E0066849	\$ 9,557.09	Custodial Services
Invoice <\$15,000	Midwest Capital Managers	5/24/2018	IM*0235889	\$ 177.76	Wage Assignments
Invoice <\$15,000	Midwest Capital Managers	5/16/2018	IM*0235780	\$ 177.76	Wage Assignments
Invoice <\$15,000	Midwest Imports	5/16/2018	IM*E0067123	\$ 211.60	Instructional Supplies
Invoice <\$15,000	Midwest Imports	5/9/2018	IM*E0066995	\$ 3,070.77	Instructional Supplies

D. All Disbursements Excluding Payroll
 College of DuPage
 Community College District No. 502
ACCOUNTS PAYABLE AND PAYROLL REPORT
 CASH DISBURSEMENTS
 May 31, 2018

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AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	Midwest Imports	5/2/2018	IM*E0066850	\$ 561.54	Instructional Supplies
Invoice <\$15,000	Midwest Promotional Group	5/16/2018	IM*E0067124	\$ 92.76	Advertising Expense
Invoice <\$15,000	Midwest Promotional Group	5/9/2018	IM*E0066996	\$ 261.20	Advertising Expense
Invoice <\$15,000	Midwest Trading Horticulture Supplies Inc.	5/9/2018	IM*0235591	\$ 2,289.28	Instructional Supplies
Employee Reimb	Miglena Nikolova	5/21/2018	IM*E0067224	\$ 1,260.00	Travel Advances
Employee Reimb	Min Pan	5/10/2018	IM*0235759	\$ 120.00	Tuition Reimbursement-Classified
Employee Reimb	Mirta Pagnucci	5/21/2018	IM*E0067225	\$ 4,913.43	Travel Advances
Employee Reimb	Mirta Pagnucci	5/3/2018	IM*E0066919	\$ 169.32	Funds Held in Custody of Others
Invoice <\$15,000	Mmabatho Moshoeshoe	5/9/2018	IM*0235594	\$ 75.00	Other Expenditure
Employee Reimb	Moir Shultz	5/10/2018	IM*E0067062	\$ 112.51	Conference/Meeting Expense - Local
Invoice <\$15,000	Monoprice, Inc.	5/30/2018	IM*E0067375	\$ 507.90	IT Maintenance Services
Invoice <\$15,000	Monoprice, Inc.	5/23/2018	IM*E0067260	\$ 374.21	Non-Capital Equipment
Invoice >\$15,000	Moody's Investors Service	5/2/2018	IM*W517	\$ 24,225.00	Rating and Agency Services
Invoice <\$15,000	Moore Medical, LLC	5/9/2018	IM*0235593	\$ 1,836.00	Instructional Supplies
Invoice <\$15,000	Motema Music LLC	5/9/2018	IM*0235595	\$ 16.80	Advertising Expense
Invoice <\$15,000	Motorola Solutions	5/16/2018	IM*E0067125	\$ 2,448.00	Other Contractual Services Expense
Invoice <\$15,000	Mouser Electronics	5/30/2018	IM*E0067376	\$ 168.85	Instructional Supplies
Invoice <\$15,000	Mouser Electronics	5/9/2018	IM*E0066997	\$ 120.83	Instructional Supplies
Employee Reimb	Ms Katharine Thompson	5/17/2018	IM*E0067215	\$ 1,294.96	Travel - Out of State
Employee Reimb	Ms. Carolyn England	5/24/2018	IM*E0067309	\$ 279.23	Other Materials & Supplies Expense
Invoice <\$15,000	MSC Industrial Supply	5/9/2018	IM*0235596	\$ 1,920.58	Publications
Invoice <\$15,000	NACAS	5/9/2018	IM*0235599	\$ 875.00	Dues
Employee Reimb	Nancy Keller	5/10/2018	IM*E0067050	\$ 58.17	Mileage In District / In State
Employee Reimb	Naomi Barr	5/17/2018	IM*E0067168	\$ 332.09	Tuition Reimbursement-Classified
Invoice <\$15,000	NAPA Auto Parts - Glen Ellyn	5/23/2018	IM*E0067261	\$ 49.62	Instructional Supplies
Invoice <\$15,000	NAPA Auto Parts - Glen Ellyn	5/9/2018	IM*E0066998	\$ 235.20	Instructional Supplies
Invoice <\$15,000	NAPA Auto Parts - Glen Ellyn	5/2/2018	IM*E0066851	\$ 130.55	Instructional Supplies
Invoice <\$15,000	NAPCO Steel	5/23/2018	IM*E0067262	\$ 515.20	Instructional Supplies
Invoice <\$15,000	NAPCO Steel	5/2/2018	IM*E0066852	\$ 546.48	Instructional Supplies
Invoice <\$15,000	Nasco	5/9/2018	IM*0235600	\$ 694.48	Instructional Supplies
Invoice <\$15,000	National Fire Protection Association	5/9/2018	IM*0235601	\$ 4,750.00	Books and Binding Costs
Invoice <\$15,000	National Public Radio	5/16/2018	IM*E0067126	\$ 6,562.50	Other Contractual Services Expense
Invoice <\$15,000	Navia Benefit Solutions	5/24/2018	IM*E0067347	\$ 10,547.91	Flexible Spending Accounts
Invoice <\$15,000	Navia Benefit Solutions	5/10/2018	IM*E0067067	\$ 11,125.37	Flexible Spending Accounts
Invoice <\$15,000	Navia Benefit Solutions	5/9/2018	IM*E0066999	\$ 1,943.25	HSA Admin Fees
Invoice >\$15,000	Navia Benefit Solutions	5/29/2018	IM*A703	\$ 25,848.15	HSA Emp/COD Contr 5/25/18 Payroll
Invoice >\$15,000	Navia Benefit Solutions	5/15/2018	IM*A698	\$ 31,065.27	HSA Emp/COD Contr 5/11/18 Payroll
Invoice >\$15,000	Navia Benefit Solutions	5/2/2018	IM*A694	\$ 30,165.27	HSA Emp/COD Contr 4/27/18 Payroll
Invoice <\$15,000	NBA Properties, Inc.	5/9/2018	IM*0235602	\$ 500.00	Other Contractual Services Expense
Invoice <\$15,000	NCS Pearson Inc.	5/15/2018	IM*0235610	\$ 4,642.00	Instructional Supplies
Invoice <\$15,000	NCTA-Nat'l College Testing	5/9/2018	IM*0235603	\$ 250.00	Dues
Invoice <\$15,000	Neher Electric	5/9/2018	IM*0235604	\$ 85.00	Maintenance Supplies
Invoice <\$15,000	Neptune Benson Holding Corporation	4/11/2018	IM*E0066451	\$ (1,873.51)	Check issued in prior month; voided in current month
Invoice <\$15,000	Neptune Benson Holding Corporation	5/9/2018	IM*0235605	\$ 1,873.51	Facilities Maintenance Service Expense
Invoice <\$15,000	Neuco	5/23/2018	IM*E0067263	\$ 101.09	Maintenance Supplies
Invoice <\$15,000	Neuco	5/2/2018	IM*E0066953	\$ 337.50	Maintenance Supplies
Invoice <\$15,000	New Liberty Popcorn, LLC	5/9/2018	IM*E0067000	\$ 490.00	Purchase for Resale
Invoice <\$15,000	Newark Electronics	5/9/2018	IM*0235606	\$ 88.83	IT Maintenance Services
Invoice <\$15,000	Nextwarehouse	5/9/2018	IM*0235607	\$ 2,767.10	Maintenance Services Expense
Invoice >\$15,000	Nicor Enerchange	5/24/2018	IM*E0067348	\$ 44,538.82	Gas Expense
Invoice <\$15,000.1C	Nicor Gas	5/24/2018	IM*E0067343	\$ 17,781.11	Gas Expense
Invoice <\$15,000	NISOD	5/9/2018	IM*0235608	\$ 1,145.00	Dues
Invoice <\$15,000	North American	5/9/2018	IM*E0067001	\$ 2,804.73	Maintenance Supplies
Invoice <\$15,000	North American Technician Excellence, Inc.	5/9/2018	IM*0235609	\$ 100.00	Instructional Service Contracts

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AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	Northern Illinois Backflow	5/23/2018	IM*E0067264	\$ 176.00	Other Contractual Services Expense
Invoice <\$15,000	OEI Products	5/30/2018	IM*E0067377	\$ 70.00	Other Materials & Supplies Expense
Invoice <\$15,000	OEI Products	5/16/2018	IM*E0067128	\$ 840.75	Other Materials & Supplies Expense
Invoice <\$15,000	Office Depot	5/10/2018	IM*0235786	\$ 5,981.96	Office Supplies
Invoice <\$15,000	Office Depot	5/9/2018	IM*0235611	\$ 14,311.37	Office Supplies
Invoice <\$15,000	Office of Glenn B. Stearns	5/24/2018	IM*0235900	\$ 600.00	Wage Assignments
Invoice <\$15,000	Office of Glenn B. Stearns	5/10/2018	IM*0235781	\$ 913.85	Wage Assignments
Invoice <\$15,000	Omnigraphics, Inc.	5/9/2018	IM*0235623	\$ 81.85	Books and Binding Costs
Invoice <\$15,000	Open Table, Inc.	5/9/2018	IM*0235624	\$ 413.50	Other Contractual Services Expense
Invoice <\$15,000	Operation Support Our Troops-II, Inc.	5/9/2018	IM*0235625	\$ 10,000.00	Other Contractual Services Expense
Invoice <\$15,000	Optitex USA Inc.	5/9/2018	IM*0235626	\$ 186.13	Instructional Supplies
Invoice <\$15,000	O'Reilly Auto Parts	5/2/2018	IM*E0066854	\$ 16.00	Maintenance Supplies
Invoice <\$15,000	OverDrive, Inc.	5/9/2018	IM*0235627	\$ 6,000.00	Publications
Invoice <\$15,000	Oxford University Press	5/9/2018	IM*0235628	\$ 151.18	Books and Binding Costs
Invoice <\$15,000	PACHS II/Cadence Occupational Health	5/9/2018	IM*0235630	\$ 3,808.02	Instructional Service Contracts
Invoice <\$15,000	PACHS II/Cadence Occupational Health	5/9/2018	IM*0235629	\$ 743.09	Instructional Service Contracts
Invoice <\$15,000	Packey Webb Ford	5/23/2018	IM*E0067265	\$ 785.23	Vehicle Supplies
Invoice <\$15,000	Paddock Publications	5/30/2018	IM*E0067378	\$ 410.55	Advertising Expense
Invoice <\$15,000	Paddock Publications	5/23/2018	IM*E0067266	\$ 757.00	Publications
Invoice <\$15,000	Paddock Publications	5/16/2018	IM*E0067129	\$ 3,929.87	Advertising Expense
Invoice <\$15,000	Paddock Publications	5/9/2018	IM*E0067002	\$ 92.00	Instructional Supplies
Invoice <\$15,000	Paddock Publications	5/2/2018	IM*E0066855	\$ 1,263.92	Printing Expense
Employee Reimb	Pamela McNamara	5/31/2018	IM*E0067423	\$ 45.85	Office Supplies
Employee Reimb	Pamela Winberg	5/10/2018	IM*0235773	\$ 20.16	Other Conference & Meeting Expense
Employee Reimb	Paolo Mazza	5/10/2018	IM*E0067055	\$ 29.28	Office Supplies
Invoice <\$15,000	Pasco Scientific Company	5/30/2018	IM*E0067379	\$ 1,214.00	Instructional Supplies
Invoice <\$15,000	Patricia O Dwyer	5/9/2018	IM*0235610	\$ 1,200.00	Retiree Healthcare Payments
Invoice <\$15,000	Patten Industries Inc.	5/9/2018	IM*0235633	\$ 1,760.89	Maintenance Supplies
Invoice <\$15,000	Patterson Dental	5/23/2018	IM*E0067267	\$ 17.77	Instructional Supplies
Invoice <\$15,000	Patterson Dental	5/16/2018	IM*E0067130	\$ 335.16	Instructional Supplies
Invoice <\$15,000	Patterson Dental	5/9/2018	IM*E0067003	\$ 423.70	Instructional Supplies
Invoice <\$15,000	Patterson Dental	5/2/2018	IM*E0066856	\$ 58.12	Instructional Supplies
Invoice <\$15,000	Paul Rybarczyk	5/8/2018	IM*0235663	\$ 200.00	Consultants Expense
Employee Reimb	Paul Sirvatka	5/16/2018	IM*E0067165	\$ 9,000.00	Travel Advances
Invoice <\$15,000	Paula Cebula	5/9/2018	IM*E0066941	\$ 3,100.00	Other Contractual Services Expense
Invoice <\$15,000	Pearson Education, Inc.	5/9/2018	IM*0235634	\$ 228.41	Books and Binding Costs
Invoice <\$15,000	Peerless Enterprises, Inc.	5/16/2018	IM*E0067131	\$ 175.00	Facilities Maintenance Service Expense
Invoice <\$15,000	Pennsylvania SCDU	5/24/2018	IM*0235901	\$ 542.39	Wage Assignments
Invoice <\$15,000	Pennsylvania SCDU	5/10/2018	IM*0235782	\$ 542.39	Wage Assignments
Invoice <\$15,000	Pepsi Purchases	5/9/2018	IM*0235635	\$ 347.60	Purchase for Resale
Invoice <\$15,000	Perkins + Will, Inc.	5/23/2018	IM*E0067268	\$ 3,565.53	Building Remodeling Expense
Invoice <\$15,000	Peter Gutfieldt	5/9/2018	IM*0235522	\$ 250.00	Funds Held in Custody of Others
Employee Reimb	Peter Mumford	5/10/2018	IM*E0067057	\$ 132.06	Mileage in District / In State
Invoice <\$15,000	Patroleum Technologies Equipment	5/9/2018	IM*E0057004	\$ 195.00	Maintenance Services Expense
Invoice <\$15,000	Phi Theta Kappa Honor Society	5/9/2018	IM*0235636	\$ 325.00	Funds Held in Custody of Others
Invoice <\$15,000	Phil Pupillo	5/8/2018	IM*0235646	\$ 200.00	Consultants Expense
Employee Reimb	Philip Zuber	5/24/2018	IM*E0067338	\$ 212.00	Advertising Expense
Employee Reimb	Philip Zuber	5/3/2018	IM*E0068934	\$ 29.75	Mileage Out of District/Out of State
Invoice <\$15,000	Pizzo Native Plant Nursery, LLC	5/9/2018	IM*E0067005	\$ 639.55	Other Materials & Supplies Expense
Invoice <\$15,000	Plastics Plus Inc.	5/9/2018	IM*0235637	\$ 197.52	Office Supplies
Invoice <\$15,000	Pocket Nurse	5/23/2018	IM*E0067269	\$ 415.54	Instructional Supplies
Invoice <\$15,000	Pocket Nurse	5/16/2018	IM*E0067132	\$ 1,067.21	Instructional Supplies
Invoice <\$15,000	Postmaster - Glen Elynn	5/9/2018	IM*0235730	\$ 10,000.00	USPS Prepaid
Invoice <\$15,000	Power Equipment Co	5/2/2018	IM*E0066857	\$ 192.00	Funds Held in Custody of Others

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Invoice <\$15,000	Power Systems	5/9/2018	IM*0235640	\$ 2,635.20	Instructional Supplies
Invoice <\$15,000	Prairie Display Chicago Inc.	5/2/2018	IM*E0066858	\$ 2,411.87	Office Supplies
Invoice <\$15,000	Prairie Moon Nursery	5/16/2018	IM*E0067133	\$ 418.78	Other Materials & Supplies Expense
Invoice <\$15,000	Praxair/Gas Tech	5/9/2018	IM*0235641	\$ 10,693.80	Equipment - Instructional
Invoice <\$15,000	Precision Gage Company	5/23/2018	IM*E0067270	\$ 482.72	Publications
Invoice <\$15,000	Presence Hospitals PRV	5/9/2018	IM*0235642	\$ 105.00	Instructional Service Contracts
Invoice <\$15,000	Press Photography Network	5/30/2018	IM*E0067353	\$ 250.00	Other Contractual Services Expense
Invoice <\$15,000	Press Photography Network	5/23/2018	IM*E0067229	\$ 5,937.50	Other Contractual Services Expense
Invoice <\$15,000	Press Photography Network	5/16/2018	IM*E0067084	\$ 1,875.00	Other Contractual Services Expense
Invoice <\$15,000	Press Photography Network	5/2/2018	IM*E0065800	\$ 3,187.50	Other Contractual Services Expense
Invoice <\$15,000	Pretrax, Inc.	5/9/2018	IM*0235643	\$ 2,610.63	Other Contractual Services Expense
Employee Reimb	Priscila Linares	5/10/2018	IM*0235749	\$ 1,273.56	Travel - Out of State
Invoice <\$15,000	Pro Education Solutions Inc.	5/9/2018	IM*E0067006	\$ 2,300.00	Other Contractual Services Expense
Invoice <\$15,000	Pro Education Solutions Inc.	5/2/2018	IM*E0066859	\$ 3,143.00	Other Contractual Services Expense
Invoice <\$15,000	Progressive Microtechnology, Inc.	5/16/2018	IM*E0067134	\$ 495.00	Other Contractual Services Expense
Invoice <\$15,000	Proquest, LLC	5/30/2018	IM*E0067381	\$ 34.98	Books and Binding Costs
Invoice <\$15,000	Proquest, LLC	5/23/2018	IM*E0067271	\$ 1,500.00	Other Contractual Services Expense
Invoice <\$15,000	Public Identity, Inc.	5/9/2018	IM*0235644	\$ 3,697.92	Advertising Expense
Invoice <\$15,000	Public Safety Communication	5/9/2018	IM*0235645	\$ 210.00	Maintenance Services Expense
Invoice <\$15,000	Quickbase, Inc.	5/2/2018	IM*E0066860	\$ 2,165.92	Dues
Invoice <\$15,000	Quik Impressions Group, Inc.	5/23/2018	IM*E0067272	\$ 1,297.00	Printing Expense
Invoice <\$15,000	Quinn Zajkowski	5/9/2018	IM*0235722	\$ 168.21	Agency Scholarships
Invoice <\$15,000	Radiation Detection Company	5/9/2018	IM*0235648	\$ 1,412.00	Instructional Supplies
Invoice <\$15,000	Radio Aids, Inc.	5/16/2018	IM*E0067135	\$ 18.00	Other Contractual Services Expense
Invoice <\$15,000	Ramrod Distributors	5/9/2018	IM*0235650	\$ 6,217.30	Maintenance Supplies
Invoice <\$15,000	Randall Kerschke	5/30/2018	IM*E0067352	\$ 200.00	Consultants Expense
Invoice <\$15,000	Ray O'Herron Co., Inc.	5/9/2018	IM*E0067007	\$ 375.00	Instructional Supplies
Employee Reimb	Rebecca Brown	5/17/2018	IM*E0067173	\$ 62.94	Office Supplies
Invoice <\$15,000	Recognition Media, LLC	5/9/2018	IM*0235651	\$ 735.00	Other Contractual Services Expense
Invoice <\$15,000	Record-A-Hit, Inc.	5/9/2018	IM*E0067008	\$ 1,500.00	Other Contractual Services Expense
Invoice <\$15,000	Refrigeration Enterprises, Inc.	5/30/2018	IM*E0067382	\$ 3,848.94	Maintenance Services Expense
Employee Reimb	Regina Rogers	5/3/2018	IM*E0066922	\$ 50.00	Tuition Reimbursement-CODA
Invoice <\$15,000	REI	5/23/2018	IM*E0067273	\$ 1,292.50	Travel - Out of State
Invoice <\$15,000	Reinders, Inc.	5/16/2018	IM*E0067136	\$ 398.91	Maintenance Supplies
Invoice <\$15,000	Reinders, Inc.	5/2/2018	IM*E0066861	\$ 289.64	Maintenance Supplies
Invoice >\$15,000	Reliance Standard Life Insurance Company	5/8/2018	IM*0235328	\$ 46,783.76	Life Insurance
Employee Reimb	Remic Ensweiler	5/31/2018	IM*E0067415	\$ 293.73	Instructional Supplies
Employee Reimb	Remic Ensweiler	5/3/2018	IM*E0066899	\$ 117.11	Instructional Supplies
Invoice <\$15,000	Remzo Vega	5/9/2018	IM*0235702	\$ 250.00	Funds Held in Custody of Others
Invoice <\$15,000	Rental Max LLC	5/9/2018	IM*0235654	\$ 600.00	Other Conference & Meeting Expense
Invoice >\$15,000	Residencias Magarel S.I.	5/9/2018	IM*W523	\$ 18,448.52	International Travel - Field Studies
Invoice <\$15,000	Resources Connection, Inc.	5/30/2018	IM*E0067383	\$ 3,820.00	Consultants Expense
Invoice <\$15,000	Resources Connection, Inc.	5/23/2018	IM*E0067274	\$ 3,700.00	Consultants Expense
Invoice <\$15,000	Resources Connection, Inc.	5/16/2018	IM*E0067137	\$ 3,820.00	Consultants Expense
Invoice <\$15,000	Resources Connection, Inc.	5/2/2018	IM*E0066862	\$ 6,370.00	Consultants Expense
Invoice <\$15,000	Revere Electric Supply	5/9/2018	IM*0235655	\$ 255.66	Maintenance Supplies
Employee Reimb	Richard Jarman	5/17/2018	IM*E0067189	\$ 201.00	Dues - Faculty
Invoice <\$15,000	Rio Grande	5/9/2018	IM*0235657	\$ 777.95	Instructional Supplies
Employee Reimb	Rita Haake	5/24/2018	IM*E0067312	\$ 492.94	Travel - In Dist / In State
Employee Reimb	Rita Haake	5/17/2018	IM*E0067186	\$ 21.75	Travel - In Dist / In State
Invoice <\$15,000	Riverside Technologies, Inc.	5/23/2018	IM*E0067275	\$ 139.00	Instructional Supplies
Invoice <\$15,000	Riverside Technologies, Inc.	5/2/2018	IM*E0066863	\$ 1,518.00	Instructional Supplies
Invoice <\$15,000	Rma Supply	5/23/2018	IM*E0067276	\$ 3,521.56	Equipment - Instructional
Employee Reimb	Robbye Henderson	5/10/2018	IM*0235745	\$ 47.91	Mileage In District / In State

D. All Disbursements Excluding Payroll
College of DuPage
Community College District No. 502
ACCOUNTS PAYABLE AND PAYROLL REPORT
CASH DISBURSEMENTS
May 31, 2018

CHECKS ISSUED DURING ACCOUNTING MONTH - May 2018

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AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	Robert Beckwith	5/9/2018	IM*0235411	\$ 250.00	Funds Held in Custody of Others
Invoice <\$15,000	Robert Carter	5/9/2018	IM*0235433	\$ 150.00	Consultants Expense
Employee Reimb	Robert Clark	5/3/2018	IM*E0066889	\$ 377.18	Instructional Supplies
Invoice <\$15,000	Robin Keselman	5/9/2018	IM*0235560	\$ 250.00	Consultants Expense
Invoice <\$15,000	Rocksolid, LLC	5/9/2018	IM*0235659	\$ 4,490.60	Non-Capital Equipment
Invoice <\$15,000	Rodavias Costarrices ROVICSA S.A.	5/9/2018	IM*W527	\$ 2,355.00	International Travel - Field Studies
Employee Reimb	Rodney Buck	5/3/2018	IM*E0066884	\$ 5,000.94	Travel - Out of State
Employee Reimb	Roger Behling	5/24/2018	IM*E0067298	\$ 60.00	Tuition Reimbursement-Classified
Employee Reimb	Ronald Horan	5/24/2018	IM*E0067314	\$ 50.98	Mileage In District / In State
Invoice <\$15,000	Ronald Reis	5/9/2018	IM*0235653	\$ 50.00	Conference/Meeting Expense - Local
Employee Reimb	Rosaura Carbajal-Romo	5/10/2018	IM*0235736	\$ 735.64	Tuition Reimbursement-Faculty
Invoice <\$15,000	Rose Brand Wipes Ins	5/9/2018	IM*0235662	\$ 322.86	Other supplies
Invoice <\$15,000	Rosa Electric	5/30/2018	IM*E0067364	\$ 3,875.00	Building Remodeling Expense
Invoice <\$15,000	Ross Electric	5/23/2018	IM*E0057277	\$ 1,300.00	Other Contractual Services Expense
Invoice <\$15,000	Roy Houff Company, LLC	5/23/2018	IM*E0067278	\$ 245.50	Instructional Supplies
Invoice <\$15,000	Roy Houff Company, LLC	5/9/2018	IM*E0067009	\$ 202.50	Instructional Supplies
Invoice <\$15,000	Roy Houff Company, LLC	5/2/2018	IM*E0066864	\$ 625.50	Instructional Supplies
Invoice <\$15,000	RPC Leadership Associates, Inc.	5/9/2018	IM*0235656	\$ 1,500.00	Instructional Service Contracts
Invoice <\$15,000	Russell Kolkav	5/9/2018	IM*0235665	\$ 200.00	Consultants Expense
Invoice <\$15,000	Russo Power Equipment	5/30/2018	IM*E0067395	\$ 159.00	Instructional Supplies
Invoice <\$15,000	Russo Power Equipment	5/2/2018	IM*E0066865	\$ 1,203.00	Instructional Supplies
Invoice <\$15,000	Safia Khan	5/9/2018	IM*0235662	\$ 44.48	Conference/Meeting Expense - Local
Invoice <\$15,000	Sal Vaata	5/9/2018	IM*0235701	\$ 100.00	Consultants Expense
Invoice <\$15,000	Samantha Thompson	5/9/2018	IM*0235690	\$ 100.00	Funds Held in Custody of Others
Employee Reimb	Sameena Parveen	5/10/2018	IM*0235761	\$ 1,159.86	Tuition Reimbursement-Classified
Employee Reimb	Sandra Marchetti	5/31/2018	IM*E0067422	\$ 4.91	Mileage In District / In State
Employee Reimb	Sara Spaniol	5/24/2018	IM*E0067330	\$ 296.00	Other Materials & Supplies Expense
Employee Reimb	Sara Troyer	5/17/2018	IM*E0067216	\$ 26.61	Travel - In Dist / In State
Employee Reimb	Sarah Born	5/17/2018	IM*E0067171	\$ 435.20	Funds Held in Custody of Others
Employee Reimb	Sarah Butler	5/3/2018	IM*E0066885	\$ 759.67	Travel - Out of State
Invoice <\$15,000	Sargent-Welch/VWR	5/9/2018	IM*0235664	\$ 1,790.29	Non-Capital Equipment
Invoice <\$15,000	Scantron Corporation	5/30/2018	IM*E0067386	\$ 44.00	Instructional Supplies
Invoice <\$15,000	Scantron Corporation	5/2/2018	IM*E0066886	\$ 365.36	Instructional Supplies
Invoice <\$15,000	Scent Air Technologies, Inc.	5/9/2018	IM*0235666	\$ 89.00	Other Contractual Services Expense
Invoice <\$15,000	Scholar Buys	5/23/2018	IM*E0067279	\$ 13,156.00	Computer Software
Invoice <\$15,000	School Health Corporation	5/9/2018	IM*0235667	\$ 814.97	Instructional Supplies
Invoice <\$15,000	School Specialty, Inc.	5/9/2018	IM*E0067010	\$ 7,450.00	Instructional Supplies
Invoice <\$15,000	Schuyler Roche & Cristam PC	5/11/2018	IM*E0067077	\$ 1,320.00	Legal Services Expense
Invoice <\$15,000	Science First, Llc	5/9/2018	IM*0235462	\$ 60.88	Instructional Supplies
Invoice <\$15,000	Scope Shoppe, Inc.	5/30/2018	IM*E0067387	\$ 4,997.00	Maintenance Services Expense
Invoice <\$15,000	Scope Shoppe, Inc.	5/16/2018	IM*E0067138	\$ 740.00	Instructional Supplies
Employee Reimb	Scott Banjavic	5/17/2018	IM*E0067167	\$ 1,850.00	Tuition Reimbursement-Faculty
Invoice <\$15,000	Scrip-Safe International	5/30/2018	IM*E0067388	\$ 440.20	Instructional Supplies
Invoice <\$15,000	Scrubs Etc. Inc.	5/16/2018	IM*E0067139	\$ 58.80	Instructional Supplies
Invoice <\$15,000	Sensaney Music	5/16/2018	IM*E0067140	\$ 18.00	Instructional Supplies
Invoice <\$15,000	Server Supply.com	5/2/2018	IM*E0066867	\$ 432.00	Non-Capital Equipment
Invoice <\$15,000	Service Sanitation, Inc.	5/23/2018	IM*E0067280	\$ 77.00	Other Conference & Meeting Expense
Invoice <\$15,000	Service Sanitation, Inc.	5/2/2018	IM*E0066868	\$ 315.00	Other Contractual Services Expense
Invoice <\$15,000	SFD, Inc	5/9/2018	IM*0235672	\$ 2,327.70	Instructional Supplies
Employee Reimb	Shannon Hernandez	5/31/2018	IM*E0067419	\$ 727.17	Funds Held in Custody of Others
Employee Reimb	Shannon Toler	5/10/2018	IM*0235770	\$ 753.08	Travel - Out of State
Employee Reimb	Sharon Roschay	5/17/2018	IM*E0067210	\$ 268.85	Mileage In District / In State
Invoice <\$15,000	Sharon Weiner	5/2/2018	IM*E0066801	\$ 170.82	Recruitment Expense
Invoice <\$15,000	Sharprint	5/9/2018	IM*0235673	\$ 1,461.20	Advertising Expense

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AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Employee Reimb	Shawn Maisch	5/10/2018	IM*E0067053	\$ 65.40	Mileage In District / In State
Employee Reimb	Shellaine Thacker	5/17/2018	IM*E0067214	\$ 91.57	Mileage In District / In State
Employee Reimb	Shellaine Thacker	5/3/2018	IM*E0066927	\$ 144.88	Travel - In Dist / In State
Invoice <\$15,000	Sherwin Williams Company	5/9/2018	IM*0235674	\$ 21.82	Maintenance Supplies
Invoice <\$15,000	SHI International Corp	5/9/2018	IM*0235675	\$ 13,684.40	Non-Capital Equipment
Invoice >\$15,000	Sienalingue Srl.	5/29/2018	IM*W530	\$ 37,901.44	International Travel - Field Studies
Invoice <\$15,000	Signature Cleaners of University Commons	5/30/2018	IM*E0067389	\$ 574.00	Other Contractual Services Expense
Invoice <\$15,000	Signature Cleaners of University Commons	5/16/2018	IM*E0067141	\$ 504.00	Other Contractual Services Expense
Invoice <\$15,000	Signature Cleaners of University Commons	5/2/2018	IM*E0066869	\$ 224.00	Other Contractual Services Expense
Invoice <\$15,000	SiteOne Landscape Supply Holding, LLC	5/9/2018	IM*0235676	\$ 1,229.28	Maintenance Supplies
Invoice <\$15,000	Slippery Rock University Foundation, Inc.	5/9/2018	IM*0235678	\$ 250.00	Dues
Invoice <\$15,000	Smithereen Pest Management	5/30/2018	IM*E0067390	\$ 150.00	Custodial Services
Invoice <\$15,000	Smithereen Pest Management	5/23/2018	IM*E0067281	\$ 350.00	Custodial Services
Invoice <\$15,000	Smithereen Pest Management	5/9/2018	IM*E0067011	\$ 810.00	Custodial Services
Invoice <\$15,000	Snap Surveys NH., Inc.	5/16/2018	IM*E0067142	\$ 2,996.25	Computer Software
Invoice <\$15,000	Snap-on, Inc.	5/30/2018	IM*E0067391	\$ 7,416.75	Publications
Invoice <\$15,000	Snap-on, Inc.	5/23/2018	IM*E0067282	\$ 68.00	Maintenance Services Expense
Invoice <\$15,000	Snap-on, Inc.	5/9/2018	IM*E0067012	\$ 1,170.00	Instructional Supplies
Invoice <\$15,000	Society for Information Management, Chicago Chapter	5/9/2018	IM*0235679	\$ 195.00	Dues
Invoice <\$15,000	Sodexo	5/30/2018	IM*E0067392	\$ 14,871.50	Other Conference & Meeting Expense
Invoice <\$15,000	Sodexo	5/4/2018	IM*0235315	\$ 10,893.71	Other Conference & Meeting Expense
Invoice <\$15,000	Sodexo Inc. & Affiliates	5/9/2018	IM*0235680	\$ 7,832.95	Equipment - Service
Employee Reimb	Sonia Watson	5/31/2018	IM*E0067429	\$ 1,400.80	Travel - Out of State
Invoice <\$15,000	Sonnenszimmer	5/9/2018	IM*0235681	\$ 100.00	Advertising Expense
Invoice <\$15,000	Sony Music Holdings, Inc.	5/9/2018	IM*0235682	\$ 111.90	Advertising Expense
Invoice <\$15,000	Southside Control Supply Company	5/30/2018	IM*E0067393	\$ 196.33	Maintenance Supplies
Invoice <\$15,000	Southside Control Supply Company	5/23/2018	IM*E0067283	\$ 644.10	Maintenance Supplies
Invoice <\$15,000	Southside Control Supply Company	5/16/2018	IM*E0067143	\$ 117.35	Maintenance Supplies
Invoice <\$15,000	Southside Control Supply Company	5/2/2018	IM*E0066870	\$ 816.92	Instructional Supplies
Employee Reimb	Stacie Haen-Darden	5/10/2018	IM*0235742	\$ 350.00	Tuition Reimbursement-CODA
Invoice <\$15,000	Stan A. Huber Consultants	5/16/2018	IM*E0067144	\$ 100.00	Maintenance Services Expense
Invoice >\$15,000	Standard & Poor's Financial Services, LLC	5/2/2018	IM*W518	\$ 24,480.00	Rating and Agency Services
Invoice <\$15,000	State Disbursement Unit	5/24/2018	IM*0235903	\$ 5,946.13	Wage Assignments
Invoice <\$15,000	State Disbursement Unit	5/10/2018	IM*0235763	\$ 6,025.44	Wage Assignments
Invoice <\$15,000	Stephan Bates	5/9/2018	IM*0235883	\$ 828.00	Instructional Supplies
Employee Reimb	Stephen Thompson	5/10/2018	IM*0235769	\$ 194.57	Mileage In District / In State
Invoice <\$15,000	Steve Reinhardt	5/9/2018	IM*0235652	\$ 200.00	Consultants Expense
Employee Reimb	Steven Capps	5/24/2018	IM*E0067302	\$ 100.34	Travel - Out of State
Invoice <\$15,000	Steven J. Fink & Assoc.	5/24/2018	IM*0235904	\$ 35.38	Wage Assignments
Invoice <\$15,000	Steven J. Fink & Assoc.	5/10/2018	IM*0235784	\$ 35.38	Wage Assignments
Invoice <\$15,000	Stevens & Tate, Inc.	5/23/2018	IM*E0067284	\$ 2,000.00	Other Contractual Services Expense
Invoice <\$15,000	Stevens & Tate, Inc.	5/16/2018	IM*E0067145	\$ 50.00	Other Contractual Services Expense
Invoice <\$15,000	Stivers Staffing Services	5/30/2018	IM*E0067394	\$ 608.00	Other Contractual Services Expense
Invoice <\$15,000	Stivers Staffing Services	5/23/2018	IM*E0067285	\$ 2,096.10	Clerical Full-Time
Invoice <\$15,000	Stivers Staffing Services	5/16/2018	IM*E0067146	\$ 121.60	Other Contractual Services Expense
Invoice <\$15,000	Stivers Staffing Services	5/9/2018	IM*E0067013	\$ 1,856.31	Other Contractual Services Expense
Invoice <\$15,000	Stivers Staffing Services	5/2/2018	IM*E0066871	\$ 3,528.64	Other Contractual Services Expense
Invoice <\$15,000	Strategic Cost Control, Inc.	5/9/2018	IM*0235684	\$ 800.00	Unemployment Insurance Expense
Invoice <\$15,000	StreamGuys, Inc	5/16/2018	IM*E0067147	\$ 1,056.00	Other Contractual Services Expense
Invoice <\$15,000	Sue Franzen	5/9/2018	IM*0235509	\$ 2,534.07	Other Materials & Supplies Expense
Invoice <\$15,000	Suha Quraishi	5/9/2018	IM*0235647	\$ 20.95	Funds Held in Custody of Others
Invoice <\$15,000	Supreme Lobster, Seafood	5/23/2018	IM*E0067286	\$ 1,671.06	Instructional Supplies
Invoice <\$15,000	Supreme Lobster, Seafood	5/16/2018	IM*E0067148	\$ 110.80	Instructional Supplies
Invoice <\$15,000	Supreme Lobster, Seafood	5/2/2018	IM*E0066872	\$ 2,996.31	Instructional Supplies

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Invoice >\$15,000	SURS-State University Retirement System	5/24/2018	IM*E0067345	\$ 363,803.01	Employee Retirement Contributions
Invoice >\$15,000	SURS-State University Retirement System	5/10/2018	IM*E0067069	\$ 399,035.10	Employee Retirement Contributions
Invoice <\$15,000	Survey Monkey Inc.	5/9/2018	IM*0235685	\$ 264.00	Dues
Employee Reimb	Susan Kerby	5/24/2018	IM*E0067317	\$ 481.43	Other Conference & Meeting Expense
Employee Reimb	Susan Landers	5/17/2018	IM*E0067198	\$ 1,632.78	Other Conference & Meeting Expense
Employee Reimb	Susan Maloney	5/3/2018	IM*E0066915	\$ 185.97	Conference/Meeting Expense - Local
Invoice <\$15,000	Suzanne Klimoweki	5/9/2018	IM*0235584	\$ 80.00	Instructional Service Contracts
Invoice <\$15,000	Symtech Corporation	5/23/2018	IM*E0067287	\$ 2,647.73	Non-Capital Equipment
Invoice <\$15,000	Syaco Food Service	5/9/2018	IM*E0067014	\$ 573.17	Other Materials & Supplies Expense
Invoice <\$15,000	Syaco Food Service	5/2/2018	IM*E0066873	\$ 2,727.37	Instructional Supplies
Invoice <\$15,000	T & Z Nursery, Inc.	5/30/2018	IM*E0067395	\$ 179.01	Other Contractual Services Expense
Employee Reimb	Tamara McClain	5/10/2018	IM*0235751	\$ 1,005.93	Travel - Out of State
Invoice <\$15,000	Tape Products Co	5/9/2018	IM*0235688	\$ 23.24	Other Conference & Meeting Expense
Invoice <\$15,000	Tatiana Lunina	5/2/2018	IM*E0066798	\$ 250.00	Misc. Awards (1099)
Invoice <\$15,000	Taylor & Francis Group, LLC	5/2/2018	IM*E0066874	\$ 310.46	Books and Binding Costs
Invoice <\$15,000	Taylor Visual Group	5/16/2018	IM*E0067149	\$ 4,711.17	Advertising Expense
Invoice <\$15,000	Terrace Supply Company	5/9/2018	IM*0235689	\$ 161.50	Other Materials & Supplies Expense
Invoice <\$15,000	Testa Produce, Inc.	5/30/2018	IM*E0067396	\$ 1,689.42	Instructional Supplies
Invoice <\$15,000	Testa Produce, Inc.	5/16/2018	IM*E0067150	\$ 2,327.41	Instructional Supplies
Invoice <\$15,000	Testa Produce, Inc.	5/2/2018	IM*E0066875	\$ 2,627.35	Instructional Supplies
Invoice <\$15,000	The Board of Trustees of the University of Illinois	5/9/2018	IM*0235420	\$ 400.00	Dues
Invoice <\$15,000	The Fitness Connection Co.	5/9/2018	IM*0235504	\$ 2,000.00	Maintenance Services Expense
Invoice <\$15,000	The Howard Pritch Entertainment Company Inc.	5/9/2018	IM*0235529	\$ 7,500.00	Prepaid Expenses
Invoice <\$15,000	The Lock Pros, Inc.	5/16/2018	IM*E0067121	\$ 195.00	Maintenance Services Expense
Invoice <\$15,000	The National Collegiate Honors	5/16/2018	IM*E0067127	\$ 600.00	Dues
Invoice >\$15,000	The Paper Corporation	5/4/2018	IM*E0066935	\$ 20,664.00	Office Supplies
Invoice <\$15,000	The Rooney Law Firm, PC	5/24/2018	IM*0235902	\$ 155.75	Wage Assignments
Employee Reimb	Theodore Darden	5/30/2018	IM*E0067351	\$ 994.50	Travel Advances
Employee Reimb	Theodore Darden	5/10/2018	IM*E0067034	\$ 1,850.00	Tuition Reimbursement-Faculty
Employee Reimb	Thomas Brady	5/24/2018	IM*E0067301	\$ 481.04	Tuition Reimbursement-Classified
Employee Reimb	Thomas Carter	5/31/2018	IM*E0067408	\$ 970.00	Instructional Supplies
Employee Reimb	Thomas Carter	5/17/2018	IM*E0067175	\$ 472.25	Instructional Supplies
Employee Reimb	Thomas Carter	5/3/2018	IM*E0066886	\$ 102.85	Instructional Supplies
Employee Reimb	Thomas Murray	5/24/2018	IM*E0067324	\$ 349.97	Purchase for Resale
Employee Reimb	Thomas Murray	5/17/2018	IM*E0067205	\$ 60.94	Purchase for Resale
Employee Reimb	Thomas Pawl	5/17/2018	IM*E0067208	\$ 1,170.00	Tuition Reimbursement-Faculty
Employee Reimb	Thomas Robertson	5/31/2018	IM*E0067424	\$ 598.84	Instructional Supplies
Employee Reimb	Thomas Robertson	5/24/2018	IM*E0067327	\$ 360.00	Publications
Employee Reimb	Thomas Robertson	5/17/2018	IM*E0067209	\$ 967.74	Instructional Supplies
Invoice <\$15,000	Timothy Wahlberg	5/9/2018	IM*0235692	\$ 600.00	Other Conference & Meeting Expense
Employee Reimb	Tina Trinidad	5/3/2018	IM*E0066929	\$ 51.26	Other Conference & Meeting Expense
Employee Reimb	Tony Chen	5/10/2018	IM*E0067020	\$ 880.45	Travel - Out of State
Invoice <\$15,000	Touchnet Information Systems, Inc.	5/2/2018	IM*E0066876	\$ 3,500.00	IT Maintenance Services
Invoice >\$15,000	Touchnet Information Systems, Inc.	5/9/2018	IM*E0067022	\$ 21,902.04	IT Maintenance Services
Invoice <\$15,000	Tree Towns Repro Service	5/16/2018	IM*E0067151	\$ 392.92	Office Supplies
Invoice <\$15,000	Tribune Media Group	5/16/2018	IM*E0067152	\$ 5,418.72	Advertising Expense
Invoice <\$15,000	Tri-Star Mechanical Services, Inc.	5/9/2018	IM*E0067015	\$ 2,593.75	Other Contractual Services Expense
Invoice <\$15,000	Trophies by George	5/16/2018	IM*E0067153	\$ 544.00	Other Contractual Services Expense
Invoice <\$15,000	Troxell Communications	5/30/2018	IM*E0067397	\$ 3,200.00	Non-Capital Equipment
Invoice <\$15,000	Tuohy Horticultural Enterprise	5/2/2018	IM*E0066877	\$ 969.59	Instructional Supplies
Invoice <\$15,000	U. Inc.	5/9/2018	IM*0235693	\$ 249.00	Publications
Invoice <\$15,000	U.S. Department of Education	5/24/2018	IM*0235905	\$ 306.16	Wage Assignments
Invoice <\$15,000	U.S. Department of Education	5/10/2018	IM*0235785	\$ 394.06	Wage Assignments
Invoice <\$15,000	U.S. Food Service	5/23/2018	IM*E0067288	\$ 1,101.53	Instructional Supplies

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Invoice <\$15,000	U.S. Food Service	5/16/2018	IM*E0067154	\$ 2,115.28	Instructional Supplies
Invoice <\$15,000	U.S. Green Bldg. Council	5/9/2018	IM*0235694	\$ 300.00	Dues
Invoice <\$15,000	Uline	5/30/2018	IM*E0067398	\$ 964.30	Non-Capital Equipment
Invoice <\$15,000	Uline	5/23/2018	IM*E0067289	\$ 9.45	Maintenance Supplies
Invoice <\$15,000	Uline	5/16/2018	IM*E0067155	\$ 54.63	Non-Capital Equipment
Invoice <\$15,000	United Parcel Service	5/9/2018	IM*0235697	\$ 606.22	Postage
Invoice <\$15,000	United Septic & Grease Busters	5/30/2018	IM*E0067399	\$ 390.00	Facilities Maintenance Service Expense
Invoice <\$15,000	United States Cylinder Gas	5/9/2018	IM*0235695	\$ 53.40	Instructional Supplies
Invoice <\$15,000	Unum Life Insurance Company of America	5/9/2018	IM*0235696	\$ 9,368.84	Long Term Care - Insurance
Invoice <\$15,000	Urban Elevator Service, Inc.	5/9/2018	IM*0235698	\$ 1,968.67	Facilities Maintenance Service Expense
Employee Reimb	Ute Westphal	5/31/2018	IM*E0067431	\$ 533.14	Travel - In Dist / In State
Invoice <\$15,000	V2M2 Group, Inc.	5/30/2018	IM*E0067400	\$ 300.00	Instructional Service Contracts
Invoice >\$15,000	Valic Retirement Services	5/24/2018	IM*E0067346	\$ 128,045.29	Annuities
Invoice >\$15,000	Valic Retirement Services	5/10/2018	IM*E0067070	\$ 143,350.88	Annuities
Invoice <\$15,000	Value Management Resources, Inc.	5/16/2018	IM*E0067155	\$ 450.00	Other Contractual Services Expense
Invoice <\$15,000	Vancorp Crating, LLC	5/16/2018	IM*E0067157	\$ 2,630.28	Instructional Supplies
Employee Reimb	Vanessa Roimicher	5/18/2018	IM*0235815	\$ 652.50	Travel Advances
Invoice <\$15,000	Varidesk LLC	5/9/2018	IM*0235700	\$ 395.00	Equipment - Office
Invoice <\$15,000	Vernier Software	5/9/2018	IM*E0067016	\$ 689.80	Instructional Supplies
Invoice <\$15,000	VIA CARLITA, LLC	5/9/2018	IM*0235703	\$ 3,395.87	Maintenance Services Expense
Employee Reimb	Vicky Edwards	5/10/2018	IM*0235738	\$ 52.94	Instructional Supplies
Invoice <\$15,000	Victor Cervantes	5/9/2018	IM*0235437	\$ 1,600.00	Consultants Expense
Invoice <\$15,000	Vid Tech Audio Visual, Inc.	5/9/2018	IM*E0067017	\$ 572.00	Other Conference & Meeting Expense
Invoice <\$15,000	Village of Carol Stream	5/9/2018	IM*0235704	\$ 54.54	Water - Sewage Expense
Invoice <\$15,000	Village of Glen Ellyn, Illinois	5/30/2018	IM*E0067401	\$ 3,938.42	Water - Sewage Expense
Invoice <\$15,000	Village of Glen Ellyn, Illinois	5/16/2018	IM*E0067158	\$ 4,110.10	Equipment - Office
Invoice <\$15,000	Village of Glen Ellyn, Illinois	5/4/2018	IM*0235316	\$ 2,310.00	Building Remodeling Expense
Invoice >\$15,000	Village of Glen Ellyn, Illinois	5/29/2018	IM*E0067350	\$ 22,520.71	Water - Sewage Expense
Invoice <\$15,000	Village of Westmont	5/9/2018	IM*E0067018	\$ 99.14	Water - Sewage Expense
Employee Reimb	Virginia Garner	5/3/2018	IM*E0066903	\$ 29.81	Other supplies
Invoice >\$15,000	Vision Service Plan - (IV)	5/8/2018	IM*E0066939	\$ 15,659.73	Vision Choice Prem May 2018
Invoice <\$15,000	VisionPoint Media, Inc.	5/23/2018	IM*E0067290	\$ 2,121.20	Other Contractual Services Expense
Invoice >\$15,000	Vortex Commercial Flooring, Inc.	5/11/2018	IM*E0067075	\$ 24,890.00	Other Contractual Services Expense
Invoice <\$15,000	VWR Funding, Inc.	5/9/2018	IM*0235705	\$ 6,035.26	Non-Capital Equipment
Invoice <\$15,000	W. Nuhsbaum, Inc.	5/23/2018	IM*E0067291	\$ 1,356.48	Non-Capital Equipment
Invoice <\$15,000	W. Nuhsbaum, Inc.	5/16/2018	IM*E0067159	\$ 13,984.20	Instructional Supplies
Invoice <\$15,000	W.I.T.S.	5/9/2018	IM*E0066948	\$ 5,874.00	Instructional Service Contracts
Invoice <\$15,000	Wall St Journal	5/9/2018	IM*0235706	\$ 467.88	Publications
Invoice <\$15,000	Wards Natural Science Est., LLC	5/9/2018	IM*0235707	\$ 173.71	Instructional Supplies
Invoice <\$15,000	Warehouse Direct, Inc.	5/23/2018	IM*E0067292	\$ 2,086.32	Maintenance Supplies
Invoice <\$15,000	Warehouse Direct, Inc.	5/16/2018	IM*E0067160	\$ 3,457.73	Maintenance Supplies
Invoice <\$15,000	Warehouse Direct, Inc.	5/9/2018	IM*E0067019	\$ 5,795.27	Maintenance Supplies
Invoice <\$15,000	Warehouse Direct, Inc.	5/2/2018	IM*E0066878	\$ 722.68	Maintenance Supplies
Invoice <\$15,000	Waste Management of Illinois-West	5/9/2018	IM*0235708	\$ 7,788.01	Refuse Disposal Expense
Invoice <\$15,000	Wbc Group, Llc	5/9/2018	IM*0235709	\$ 259.98	Instructional Supplies
Employee Reimb	Wendy Parks	5/10/2018	IM*0235760	\$ 320.00	Dues - Administrators
Invoice <\$15,000	Wesco Distribution , Inc.	5/30/2018	IM*E0067403	\$ 634.99	Non-Capital Equipment
Invoice <\$15,000	Wesco Distribution , Inc.	5/23/2018	IM*E0067293	\$ 2,373.50	Instructional Supplies
Invoice <\$15,000	Wesco Distribution, Inc.	5/2/2018	IM*E0066879	\$ 1,136.46	Other Contractual Services Expense
Invoice <\$15,000	West & Sons Towing, Inc.	5/9/2018	IM*0235710	\$ 110.00	Maintenance Services Expense
Invoice <\$15,000	West Payment Center	5/16/2018	IM*E0067161	\$ 2,691.00	Books and Binding Costs
Invoice <\$15,000	West Publishing Corporation	5/23/2018	IM*E0067294	\$ 569.44	Instructional Service Contracts
Invoice <\$15,000	West Publishing Corporation	5/16/2018	IM*E0067162	\$ 411.74	Publications
Invoice <\$15,000	West Suburban Limousine	5/23/2018	IM*E0067295	\$ 220.80	Other Contractual Services Expense

D. All Disbursements Excluding Payroll
College of DuPage
Community College District No. 502
ACCOUNTS PAYABLE AND PAYROLL REPORT
CASH DISBURSEMENTS
May 31, 2018

CHECKS ISSUED DURING ACCOUNTING MONTH - May 2018

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AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	West Suburban Travelers	5/9/2018	IM*0235711	\$ 303.60	Conference/Meeting Expense - Local
Invoice <\$15,000	Westlake Hardware, Inc.	5/9/2018	IM*0235712	\$ 409.80	Other supplies
Invoice <\$15,000	Wheaton Mulch, Inc.	5/9/2018	IM*E0067020	\$ 1,237.50	Maintenance Supplies
Invoice <\$15,000	WideOpenWest IL, LLC	5/30/2018	IM*E0067404	\$ 374.66	Other Contractual Services Expense
Invoice <\$15,000	WideOpenWest IL, LLC	5/16/2018	IM*E0067163	\$ 439.33	Other Contractual Services Expense
Employee Reimb	William Norris	5/24/2018	IM*E0067325	\$ 349.71	Travel - Out of State
Invoice <\$15,000	Window Coating, Inc.	5/9/2018	IM*0235714	\$ 250.00	Facilities Maintenance Service Expense
Invoice <\$15,000	Window to the World Comm.	5/23/2018	IM*E0067295	\$ 812.00	Advertising Expense
Invoice <\$15,000	Windy City Truck Repair, Inc.	5/9/2018	IM*0235715	\$ 71.37	Maintenance Services Expense
Invoice <\$15,000	Winning Streak, Inc.	5/9/2018	IM*E0067021	\$ 4,459.34	Other Materials & Supplies Expense
Invoice <\$15,000	WM. F. Meyer Company	5/9/2018	IM*0235717	\$ 58.82	Maintenance Supplies
Invoice <\$15,000	WM. F. Meyer Company	5/9/2018	IM*0235716	\$ 65.50	Maintenance Supplies
Invoice <\$15,000	Woodburn Press	5/24/2018	IM*0235908	\$ 368.31	Instructional Supplies
Invoice <\$15,000	Woods & Paole Economics, Inc.	5/9/2018	IM*0235718	\$ 145.00	Consultants Expense
Invoice <\$15,000	WPM Products, Inc.	5/2/2018	IM*E0066880	\$ 2,500.00	Instructional Service Contracts
Invoice <\$15,000	Xerox Corporation	5/9/2018	IM*0235720	\$ 147.61	Rental - Equipment
Invoice <\$15,000	Xerox Corporation	5/9/2018	IM*0235719	\$ 13,459.61	Rental - Equipment
Invoice <\$15,000	Xzaveon Constant	5/9/2018	IM*0235456	\$ 25.00	Locker Deposits Payable
Invoice <\$15,000	Yankee Book Peddler, Inc.	5/9/2018	IM*0235721	\$ 4,011.45	Books and Binding Costs
Employee Reimb	Yeshica Weeks	5/3/2018	IM*E0066933	\$ 66.80	Conference/Meeting Expense - Local
Invoice >\$15,000	Zehnder Communications, Inc.	5/31/2018	IM*E0067432	\$ 17,967.47	Advertising Expense
Invoice <\$15,000	Zonatherm Products, Inc.	5/9/2018	IM*0235725	\$ 4,234.32	Maintenance Supplies
Student Refunds	Checks issued in prior month; voided in current month			\$ (34,458.16)	Student Refunds Voided Checks - 42 transactions
Student Refunds	Student Refunds			\$ 94,134.60	Student Refunds via Credit Cards - 302 transactions
Student Refunds	Student Refunds			\$ 211,248.82	Student Refunds via Paper Check - 250 transactions
Student Refunds	Student Refunds			\$ 233,347.68	Student Refunds via Touchnet ACH - 231 transactions
TOTAL VENDOR PAYMENTS DURING THE ACCOUNTING MONTH				\$ 27,789,873.11	

Reconciliation to Total Cash Disbursements:

Invoice <\$15,000	Payment to Alphagraphics Wheaton, included on separate Bc	5/9/2018	IM*0235382	\$ 168.00	Printing Expense
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\$ 27,790,041.11

D. All Disbursements Excluding Payroll
College of DuPage
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CASH DISBURSEMENTS
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AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	Amalgamated Bank of Chicago	5/2/2018	IM*0235312	\$ 475.00	Bond Interest
Invoice >\$15,000	Capitol Steps	5/3/2018	IM*0235313	\$ 22,500.00	Other Contractual Services Expense
Employee Reimb	Maria Hodapp	5/3/2018	IM*0235314	\$ 235.00	Tuition Reimbursement-CODA
Invoice <\$15,000	Sodexo	5/4/2018	IM*0235315	\$ 10,893.71	Other Conference & Meeting Expense
Invoice <\$15,000	Village of Glen Ellyn, Illinois	5/4/2018	IM*0235316	\$ 2,310.00	Building Remodeling Expense
Invoice <\$15,000	Clark Security Products	5/4/2018	IM*0235317	\$ 242.39	Maintenance Supplies
Invoice <\$15,000	American Welding Society	5/4/2018	IM*0235318	\$ 2,525.00	Other Conference & Meeting Expense
Invoice >\$15,000	Reliance Standard Life Insurance Company	5/8/2018	IM*0235320	\$ 46,783.76	Life Insurance
Invoice <\$15,000	Jonathan Abarbanel	5/9/2018	IM*0235369	\$ 150.00	Other Contractual Services Expense
Invoice <\$15,000	ABC-CLIQ, Inc.	5/9/2018	IM*0235370	\$ 268.50	Books and Binding Costs
Invoice <\$15,000	ABT Electronics	5/9/2018	IM*0235371	\$ 1,140.38	Maintenance Supplies
Invoice <\$15,000	Accurate Document Destruction, Inc.	5/9/2018	IM*0235372	\$ 233.43	Gas Expense
Invoice <\$15,000	Hilde Achepohl	5/9/2018	IM*0235373	\$ 900.00	Retiree Healthcare Payments
Invoice <\$15,000	Adams Communications Consulting, Inc.	5/9/2018	IM*0235374	\$ 1,000.00	Instructional Service Contracts
Invoice <\$15,000	Advanced Stores Company, Inc.	5/9/2018	IM*0235375	\$ 766.20	Instructional Supplies
Invoice <\$15,000	Emanuel Aguilar	5/9/2018	IM*0235376	\$ 250.00	Other Contractual Services Expense
Invoice <\$15,000	Airgas, Inc.	5/9/2018	IM*0235377	\$ 94.21	Maintenance Services Expense
Invoice <\$15,000	Al Warren Oil Company, Inc.	5/9/2018	IM*0235378	\$ 5,541.96	Vehicle Supplies
Invoice <\$15,000	Allied Electronics	5/9/2018	IM*0235379	\$ 38.14	Non-Capital Equipment
Invoice <\$15,000	Alligator Records & Artist Management, Inc.	5/9/2018	IM*0235380	\$ 126.37	Advertising Expense
Invoice <\$15,000	Michelle Allmendinger	5/9/2018	IM*0235381	\$ 268.14	Recruitment Expense
Invoice <\$15,000	AlSCO, Inc.	5/9/2018	IM*0235383	\$ 2,503.32	Instructional Supplies
Invoice <\$15,000	Kwasi Amankwah	5/9/2018	IM*0235384	\$ 150.00	Consultants Expense
Invoice <\$15,000	Amazon.com, LLC	5/9/2018	IM*0235385	\$ 9,759.30	Books and Binding Costs
Invoice <\$15,000	Amer Health Information	5/9/2018	IM*0235386	\$ 350.00	Tuition Reimbursement-CODA
Invoice <\$15,000	American English Llc	5/9/2018	IM*0235387	\$ 2,500.00	Prepaid Expenses
Invoice <\$15,000	American Hotel Register Company	5/9/2018	IM*0235388	\$ 182.99	Instructional Supplies
Invoice <\$15,000	American Public Health Assoc (APHA)	5/9/2018	IM*0235389	\$ 79.90	Books and Binding Costs
Invoice <\$15,000	American Society of Travel Agents, Inc.	5/9/2018	IM*0235390	\$ 490.00	Instructional Supplies
Invoice <\$15,000	American Welding Society	5/9/2018	IM*0235391	\$ 1,250.00	Books and Binding Costs
Invoice <\$15,000	Andrew Anderson	5/9/2018	IM*0235392	\$ 150.00	Misc. Awards (1099)
Invoice <\$15,000	Aramark Uniform Services	5/9/2018	IM*0235393	\$ 665.72	Instructional Service Contracts
Invoice <\$15,000	Arts4kids Foundation	5/9/2018	IM*0235394	\$ 225.00	Advertising Expense
Invoice <\$15,000	Ascend Learning Holdings, LLC	5/9/2018	IM*0235395	\$ 38.73	Books and Binding Costs
Invoice <\$15,000	Associated Technical Services	5/9/2018	IM*0235398	\$ 736.25	Consultants Expense
Invoice <\$15,000	Association for Institutional Research	5/9/2018	IM*0235397	\$ 140.00	Consultants Expense
Invoice <\$15,000	Association for Title IX Administrators	5/9/2018	IM*0235398	\$ 599.00	Dues
Invoice <\$15,000	AT&T - Carol Stream	5/9/2018	IM*0235399	\$ 254.54	Telephone Expense
Invoice <\$15,000	AT&T - Carol Stream	5/9/2018	IM*0235400	\$ 1,540.40	Telephone Expense
Invoice <\$15,000	AT&T - Carol Stream	5/9/2018	IM*0235401	\$ 3,697.50	Telephone Expense
Invoice <\$15,000	Aurora Awards L.C.	5/9/2018	IM*0235402	\$ 214.00	Other Contractual Services Expense
Invoice <\$15,000	Automatic Doors Inc.	5/9/2018	IM*0235403	\$ 450.00	Facilities Maintenance Service Expense
Invoice <\$15,000	David Avignone	5/9/2018	IM*0235404	\$ 180.00	Funds Held in Custody of Others
Invoice <\$15,000	Krzysztof Bajorek	5/9/2018	IM*0235405	\$ 150.00	Funds Held in Custody of Others
Invoice <\$15,000	Baker & Taylor Books	5/9/2018	IM*0235406	\$ 484.85	Books and Binding Costs
Invoice <\$15,000	Ball Horticulture Company	5/9/2018	IM*0235407	\$ 325.72	Purchase for Resale
Invoice <\$15,000	Banc Certified Merchant Services	5/9/2018	IM*0235408	\$ 95.00	Other Contractual Services Expense
Invoice <\$15,000	Harven Barham	5/9/2018	IM*0235409	\$ 354.15	Funds Held in Custody of Others
Invoice <\$15,000	BDC Plants, LLC	5/9/2018	IM*0235410	\$ 501.60	Purchase for Resale
Invoice <\$15,000	Robert Beckwith	5/9/2018	IM*0235411	\$ 250.00	Funds Held in Custody of Others
Invoice <\$15,000	Brant Bedore	5/9/2018	IM*0235412	\$ 250.00	Funds Held in Custody of Others
Invoice <\$15,000	Belgio's Catering	5/9/2018	IM*0235413	\$ 424.33	Other Conference & Meeting Expense
Invoice <\$15,000	Benco Dental Co.	5/9/2018	IM*0235414	\$ 485.95	Instructional Supplies
Invoice <\$15,000	BHFX Digital Imaging	5/9/2018	IM*0235415	\$ 592.61	Office Supplies

D. All Disbursements Excluding Payroll
College of DuPage
Community College District No. 502
ACCOUNTS PAYABLE AND PAYROLL REPORT
CASH DISBURSEMENTS
May 31, 2018

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AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	Bio-Rad Laboratories, Inc.	5/9/2018	IM*0235416	\$ 720.00	Instructional Supplies
Invoice <\$15,000	Grace Blevins	5/9/2018	IM*0235417	\$ 150.00	Consultants Expense
Invoice <\$15,000	Blick Art Materials, LLC	5/9/2018	IM*0235418	\$ 459.24	Instructional Supplies
Invoice <\$15,000	Blooming Color Inc.	5/9/2018	IM*0235419	\$ 1,928.00	Printing Expense
Invoice <\$15,000	The Board of Trustees of the University of Illinois	5/9/2018	IM*0235420	\$ 400.00	Dues
Invoice <\$15,000	Breakthru Beverage Illinois, LLC	5/9/2018	IM*0235421	\$ 331.88	Purchase for Resale
Invoice <\$15,000	Brill USA, Inc.	5/9/2018	IM*0235422	\$ 120.75	Books and Binding Costs
Invoice <\$15,000	BTU Company, Inc.	5/9/2018	IM*0235423	\$ 292.80	Other supplies
Invoice <\$15,000	Build A Blinkie	5/9/2018	IM*0235424	\$ 1,200.00	Other Materials & Supplies Expense
Invoice <\$15,000	Bumper to Bumper	5/9/2018	IM*0235425	\$ 1,356.27	Instructional Supplies
Invoice <\$15,000	Margaret Bureau	5/9/2018	IM*0235426	\$ 100.00	Consultants Expense
Invoice <\$15,000	C2 Publishing	5/9/2018	IM*0235427	\$ 1,877.00	Advertising Expense
Invoice <\$15,000	Cambridge Educational	5/9/2018	IM*0235428	\$ 152.90	Instructional Supplies
Invoice <\$15,000	Campagna-Turano Bakery, Inc.	5/9/2018	IM*0235429	\$ 374.10	Instructional Supplies
Invoice <\$15,000	Gary Caprio	5/9/2018	IM*0235430	\$ 75.00	Consultants Expense
Invoice <\$15,000	Consortium of Academic and Research Libraries in Illinois	5/9/2018	IM*0235431	\$ 114.98	Books and Binding Costs
Invoice <\$15,000	Carol Stream Fire Protection District	5/9/2018	IM*0235432	\$ 1,400.00	Rental Facility
Invoice <\$15,000	Robert Carter	5/9/2018	IM*0235433	\$ 150.00	Consultants Expense
Invoice <\$15,000	Cary Company	5/9/2018	IM*0235434	\$ 390.24	Instructional Supplies
Invoice <\$15,000	Central National Gottesman, Inc.	5/9/2018	IM*0235435	\$ 821.20	Office Supplies
Invoice <\$15,000	Cerebellum Corporation	5/9/2018	IM*0235436	\$ 47.90	Books and Binding Costs
Invoice <\$15,000	Victor Cervantes	5/9/2018	IM*0235437	\$ 1,600.00	Consultants Expense
Invoice <\$15,000	Dimitar Chavdarov	5/9/2018	IM*0235438	\$ 150.00	Funds Held in Custody of Others
Invoice <\$15,000	Arlington Glass & Mirror Co.	5/9/2018	IM*0235439	\$ 450.00	Facilities Maintenance Service Expense
Invoice <\$15,000	Chicago Parent	5/9/2018	IM*0235440	\$ 1,665.00	Advertising Expense
Invoice <\$15,000	Chicago Sun-Times	5/9/2018	IM*0235441	\$ 286.00	Publications
Invoice <\$15,000	Ethan Chiveri	5/9/2018	IM*0235442	\$ 100.00	Consultants Expense
Invoice <\$15,000	Choose Dupage	5/9/2018	IM*0235443	\$ 500.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Jon Chumas	5/9/2018	IM*0235444	\$ 250.00	Funds Held in Custody of Others
Invoice <\$15,000	Clark Security Products	5/9/2018	IM*0235445	\$ 30.60	Maintenance Supplies
Invoice <\$15,000	Clear Channel Outdoor, Inc.	5/9/2018	IM*0235446	\$ 1,400.00	Advertising Expense
Invoice <\$15,000	College of Dupage/Write Act-So	5/9/2018	IM*0235447	\$ 850.00	Advertising Expense
Invoice <\$15,000	College and University Professional Association for Human	5/9/2018	IM*0235448	\$ 2,595.00	Dues
Invoice <\$15,000	Comcast	5/9/2018	IM*0235449	\$ 3,640.39	Telephone Expense
Invoice <\$15,000	Comcast Holdings Corporation	5/9/2018	IM*0235450	\$ 27.34	IT Maintenance Services
Invoice <\$15,000	Comcast Spotlight, LLC	5/9/2018	IM*0235451	\$ 9,164.40	Advertising Expense
Invoice <\$15,000	Commonwealth Edison-Carol Stream	5/9/2018	IM*0235452	\$ 1,791.23	Electricity Expense
Invoice <\$15,000	Committee on Accreditation for Polysomnography	5/9/2018	IM*0235453	\$ 1,000.00	Dues
Invoice <\$15,000	Computer Gear	5/9/2018	IM*0235454	\$ 372.61	Other Contractual Services Expense
Invoice <\$15,000	Cone Instruments	5/9/2018	IM*0235455	\$ 443.34	Instructional Supplies
Invoice <\$15,000	Xzaveon Constant	5/9/2018	IM*0235456	\$ 25.00	Locker Deposits Payable
Invoice <\$15,000	Core & Main LP	5/9/2018	IM*0235457	\$ 674.00	Maintenance Supplies
Invoice <\$15,000	Crosstex	5/9/2018	IM*0235458	\$ 1,100.50	Instructional Supplies
Invoice <\$15,000	Crosstex	5/9/2018	IM*0235459	\$ 122.40	Instructional Supplies
Invoice <\$15,000	Customink.com	5/9/2018	IM*0235460	\$ 285.30	Office Supplies
Invoice <\$15,000	E-Filliate, Inc.	5/9/2018	IM*0235461	\$ 170.00	IT Maintenance Services
Invoice <\$15,000	Science First, LLC	5/9/2018	IM*0235462	\$ 80.88	Instructional Supplies
Invoice <\$15,000	D'Artagnan LLC	5/9/2018	IM*0235463	\$ 145.84	Instructional Supplies
Invoice <\$15,000	D'Artagnan LLC	5/9/2018	IM*0235464	\$ 654.25	Instructional Supplies
Invoice <\$15,000	Darby Dental Supply, LLC	5/9/2018	IM*0235465	\$ 521.25	Instructional Supplies
Invoice <\$15,000	Harold DeBord	5/9/2018	IM*0235466	\$ 900.00	Retiree Healthcare Payments
Invoice <\$15,000	Kevin Demery	5/9/2018	IM*0235467	\$ 100.00	Consultants Expense
Invoice <\$15,000	Denson Shops, Inc.	5/9/2018	IM*0235468	\$ 23.85	Printing Expense
Invoice <\$15,000	Dentaply	5/9/2018	IM*0235469	\$ 1,211.00	Instructional Supplies

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Invoice <\$15,000	Dentsply	5/9/2018	IM*0235470	\$ 379.50	Instructional Supplies
Invoice <\$15,000	Dept. of Veterans Affairs	5/9/2018	IM*0235471	\$ 323.75	Other Federal Governmental Sources
Invoice <\$15,000	Dept. of Veterans Affairs	5/9/2018	IM*0235472	\$ 235.00	Other Federal Governmental Sources
Invoice <\$15,000	Dept. of Veterans Affairs	5/9/2018	IM*0235473	\$ 823.00	Other Federal Governmental Sources
Invoice <\$15,000	Dept. of Veterans Affairs	5/9/2018	IM*0235474	\$ 66.64	Other Federal Governmental Sources
Invoice <\$15,000	Dept. of Veterans Affairs	5/9/2018	IM*0235475	\$ 1,272.50	Other Federal Governmental Sources
Invoice <\$15,000	Dermalogica, Llc	5/9/2018	IM*0235476	\$ 3,053.20	Instructional Supplies
Invoice <\$15,000	John Deuschle	5/9/2018	IM*0235477	\$ 250.00	Funds Held in Custody of Others
Invoice <\$15,000	Doje's Forensic Supplies	5/9/2018	IM*0235478	\$ 112.31	Instructional Supplies
Invoice <\$15,000	DuPage County	5/9/2018	IM*0235479	\$ 1,680.83	Indirect Costs
Invoice <\$15,000	Dupage County Collector	5/9/2018	IM*0235480	\$ 5,020.92	Other Fixed Charges Expense
Invoice <\$15,000	Dynegy Energy Services, LLC	5/9/2018	IM*0235481	\$ 2,422.31	Electricity Expense
Invoice <\$15,000	Gary Dyson	5/9/2018	IM*0235482	\$ 150.00	Consultants Expense
Invoice <\$15,000	Ecolab	5/9/2018	IM*0235483	\$ 2,106.67	Instructional Supplies
Invoice <\$15,000	Education Support Services, LLC	5/9/2018	IM*0235484	\$ 279.55	Instructional Supplies
Invoice <\$15,000	Edward Occupational Health	5/9/2018	IM*0235485	\$ 273.00	Instructional Service Contracts
Invoice <\$15,000	Haytam Elbouhmid	5/9/2018	IM*0235486	\$ 250.00	Funds Held in Custody of Others
Invoice <\$15,000	Elliott Auto Supply Co., Inc.	5/9/2018	IM*0235487	\$ 629.38	Purchase for Resale
Invoice <\$15,000	Ellman's Music Center Inc.	5/9/2018	IM*0235488	\$ 475.65	Non-Capital Equipment
Invoice <\$15,000	Elsevier Testing	5/9/2018	IM*0235489	\$ 11,250.00	Instructional Service Contracts
Invoice <\$15,000	Emergency Medical Products	5/9/2018	IM*0235490	\$ 1,691.20	Instructional Supplies
Invoice <\$15,000	Carolyn Enger	5/9/2018	IM*0235491	\$ 750.00	Consultants Expense
Invoice <\$15,000	ERI Economic Research Institute Inc.	5/9/2018	IM*0235492	\$ 3,489.00	Publications
Invoice <\$15,000	Eco Institute Ltd.	5/9/2018	IM*0235493	\$ 2,375.00	Instructional Service Contracts
Invoice <\$15,000	Bouchaib Essalih	5/9/2018	IM*0235494	\$ 90.00	Funds Held in Custody of Others
Invoice <\$15,000	Euclid Beverage, Ltd.	5/9/2018	IM*0235495	\$ 223.00	Purchase for Resale
Invoice <\$15,000	Ewert, Inc.	5/9/2018	IM*0235496	\$ 87.58	Maintenance Supplies
Invoice <\$15,000	Fasteners for Retail	5/9/2018	IM*0235497	\$ 49.16	Other supplies
Invoice <\$15,000	Fastsigns - Naperville	5/9/2018	IM*0235498	\$ 2,171.65	Advertising Expense
Invoice <\$15,000	Ferguson Enterprises, Inc.	5/9/2018	IM*0235499	\$ 232.20	Non-Capital Equipment
Invoice <\$15,000	Barbara Finney	5/9/2018	IM*0235500	\$ 200.00	Other Contractual Services Expense
Invoice <\$15,000	First Student, Inc.	5/9/2018	IM*0235501	\$ 462.50	Other Conference & Meeting Expense
Invoice <\$15,000	Julia Fischbach	5/9/2018	IM*0235502	\$ 250.00	Other Contractual Services Expense
Invoice <\$15,000	Fisher Scientific Company	5/9/2018	IM*0235503	\$ 3,445.37	Instructional Supplies
Invoice <\$15,000	The Fitness Connection Co.	5/9/2018	IM*0235504	\$ 2,000.00	Maintenance Services Expense
Invoice <\$15,000	Flagg Creek Water Reclamation District	5/9/2018	IM*0235505	\$ 33.45	Water - Sewage Expense
Invoice <\$15,000	Flinn Scientific	5/9/2018	IM*0235506	\$ 1,088.93	Instructional Supplies
Invoice <\$15,000	Follett's College of DuPage	5/9/2018	IM*0235507	\$ 499.41	Other Expenditure
Invoice <\$15,000	Jean Ford	5/9/2018	IM*0235508	\$ 900.00	Retiree Healthcare Payments
Invoice <\$15,000	Sue Franzen	5/9/2018	IM*0235509	\$ 2,534.07	Other Materials & Supplies Expense
Invoice <\$15,000	Free Lance Sales	5/9/2018	IM*0235510	\$ 218.02	Instructional Supplies
Invoice <\$15,000	FSBPT	5/9/2018	IM*0235511	\$ 190.00	Instructional Service Contracts
Invoice <\$15,000	Axel Gallegos	5/9/2018	IM*0235512	\$ 250.00	Funds Held in Custody of Others
Invoice <\$15,000	Geese Police	5/9/2018	IM*0235513	\$ 680.00	Other Contractual Services Expense
Invoice <\$15,000	George Patton Associates, Inc.	5/9/2018	IM*0235514	\$ 946.68	Instructional Supplies
Invoice <\$15,000	George Patton Associates, Inc.	5/9/2018	IM*0235515	\$ 2,090.96	Equipment - Office
Invoice <\$15,000	Goding Electric Company	5/9/2018	IM*0235516	\$ 3,270.00	Maintenance Supplies
Invoice <\$15,000	David Gottschall	5/9/2018	IM*0235517	\$ 1,500.00	Retiree Healthcare Payments
Invoice <\$15,000	Grand Stage Lighting Co., Inc.	5/9/2018	IM*0235518	\$ 872.95	Other supplies
Invoice <\$15,000	Grass Roots Press	5/9/2018	IM*0235519	\$ 680.18	Instructional Supplies
Invoice <\$15,000	Grey House Publishing	5/9/2018	IM*0235520	\$ 148.50	Books and Binding Costs
Invoice <\$15,000	Gumbo Medical, LLC	5/9/2018	IM*0235521	\$ 5,765.00	Non-Capital Equipment
Invoice <\$15,000	Peter Gutfeldt	5/9/2018	IM*0235522	\$ 250.00	Funds Held in Custody of Others
Invoice <\$15,000	H-O-H Water Technology, Inc.	5/9/2018	IM*0235523	\$ 2,371.70	Maintenance Supplies

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College of DuPage
Community College District No. 502
ACCOUNTS PAYABLE AND PAYROLL REPORT
CASH DISBURSEMENTS
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AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	David Harlan	5/9/2018	IM*0235524	\$ 150.00	Consultants Expense
Invoice <\$15,000	Anna Harrer	5/9/2018	IM*0235525	\$ 500.00	Other Contractual Services Expense
Invoice <\$15,000	Henry Schein	5/9/2018	IM*0235526	\$ 3,158.37	Other Materials & Supplies Expense
Invoice <\$15,000	Kathleen Hess	5/9/2018	IM*0235527	\$ 154.33	Recruitment Expense
Invoice <\$15,000	Home Depot - Downers Grove	5/9/2018	IM*0235528	\$ 782.10	Instructional Supplies
Invoice <\$15,000	The Howard Pitch Entertainment Company Inc.	5/9/2018	IM*0235529	\$ 7,500.00	Prepaid Expenses
Invoice <\$15,000	HP Inc.	5/9/2018	IM*0235530	\$ 58.15	IT Maintenance Services
Invoice <\$15,000	Michelle Hubbard	5/9/2018	IM*0235531	\$ 159.14	Recruitment Expense
Invoice <\$15,000	Holly Hubert	5/9/2018	IM*0235532	\$ 1,200.00	Retiree Healthcare Payments
Invoice <\$15,000	Hummer Int'l	5/9/2018	IM*0235533	\$ 1,164.50	Non-Capital Equipment
Invoice <\$15,000	IAPPO-IL Assoc of Public Procurement	5/9/2018	IM*0235534	\$ 45.00	Dues
Invoice <\$15,000	ICN-CMS	5/9/2018	IM*0235535	\$ 5,810.00	IT Maintenance Services
Invoice <\$15,000	IL Ornithological Society	5/9/2018	IM*0235536	\$ 35.00	Publications
Invoice <\$15,000	ILCA	5/9/2018	IM*0235537	\$ 115.00	Dues - Classified
Invoice <\$15,000	Illinois Institute for Continuing Legal Education	5/9/2018	IM*0235538	\$ 727.00	Books and Binding Costs
Invoice <\$15,000	Illinois State Toll Hwy Authority	5/9/2018	IM*0235539	\$ 7.70	Travel - In Dist / In State
Invoice <\$15,000	Imprint Enterprises	5/9/2018	IM*0235540	\$ 189.52	Other Materials & Supplies Expense
Invoice <\$15,000	Infobase Publishing	5/9/2018	IM*0235541	\$ 407.88	Books and Binding Costs
Invoice <\$15,000	Iron Mountain Off Site Data	5/9/2018	IM*0235542	\$ 307.73	IT Maintenance Services
Invoice <\$15,000	J.J. Keller & Associates, Inc.	5/9/2018	IM*0235543	\$ 1,369.78	Instructional Supplies
Invoice <\$15,000	Dominique Jefferson	5/9/2018	IM*0235544	\$ 120.69	Funds Held in Custody of Others
Invoice <\$15,000	Jenn Sales Corporation	5/9/2018	IM*0235545	\$ 280.00	Instructional Supplies
Invoice <\$15,000	JKR Holdings Inc.	5/9/2018	IM*0235546	\$ 524.25	Maintenance Services Expense
Invoice <\$15,000	John Wiley & Sons - Boston	5/9/2018	IM*0235547	\$ 109.98	Books and Binding Costs
Invoice <\$15,000	Johnny's Selected Seeds	5/9/2018	IM*0235548	\$ 5.90	Instructional Supplies
Invoice <\$15,000	Cheyenne Johnson	5/9/2018	IM*0235549	\$ 50.00	Funds Held in Custody of Others
Invoice <\$15,000	Johnson Controls Inc.	5/9/2018	IM*0235550	\$ 2,738.00	Equipment - Instructional
Invoice <\$15,000	Johnstone Supply	5/9/2018	IM*0235551	\$ 3,344.99	Equipment - Instructional
Invoice <\$15,000	James Jones	5/9/2018	IM*0235552	\$ 505.00	Consultants Expense
Invoice <\$15,000	Hipp Temporary Solutions	5/9/2018	IM*0235553	\$ 750.00	Instructional Service Contracts
Invoice <\$15,000	Laura Jull	5/9/2018	IM*0235554	\$ 164.48	Recruitment Expense
Invoice <\$15,000	Gary Kalkopf	5/9/2018	IM*0235555	\$ 200.00	Consultants Expense
Invoice <\$15,000	Dimitrios Katsimigos	5/9/2018	IM*0235556	\$ 120.00	Funds Held in Custody of Others
Invoice <\$15,000	Kennicott Brothers Company	5/9/2018	IM*0235557	\$ 950.28	Other supplies
Invoice <\$15,000	Jake Kent	5/9/2018	IM*0235558	\$ 500.00	Funds Held in Custody of Others
Invoice <\$15,000	Lindsay Kesselman	5/9/2018	IM*0235559	\$ 1,200.00	Other Contractual Services Expense
Invoice <\$15,000	Robin Kesselman	5/9/2018	IM*0235560	\$ 250.00	Consultants Expense
Invoice <\$15,000	Hamaad Khan	5/9/2018	IM*0235561	\$ 28.25	Conference/Meeting Expense - Local
Invoice <\$15,000	Safia Khan	5/9/2018	IM*0235562	\$ 44.48	Conference/Meeting Expense - Local
Invoice <\$15,000	Kiesler's Police Supply, Inc.	5/9/2018	IM*0235563	\$ 7,800.00	Inventory
Invoice <\$15,000	Suzanne Klimowski	5/9/2018	IM*0235564	\$ 80.00	Instructional Service Contracts
Invoice <\$15,000	Russell Kolkav	5/9/2018	IM*0235565	\$ 200.00	Consultants Expense
Invoice <\$15,000	Laff Productions Inc	5/9/2018	IM*0235566	\$ 7,500.00	Prepaid Expenses
Invoice <\$15,000	Laport, Inc.	5/9/2018	IM*0235567	\$ 9,101.55	Maintenance Supplies
Invoice <\$15,000	Lan's Ace Hardware-Glen Ellyn	5/9/2018	IM*0235568	\$ 987.47	Maintenance Supplies
Invoice <\$15,000	Lennox	5/9/2018	IM*0235569	\$ 3,225.00	Equipment - Instructional
Invoice <\$15,000	Lex Meat, LTD	5/9/2018	IM*0235570	\$ 1,904.86	Instructional Supplies
Invoice <\$15,000	Liberty Chevrolet, Inc.	5/9/2018	IM*0235571	\$ 446.00	Maintenance Services Expense
Invoice <\$15,000	Lifeline Training	5/9/2018	IM*0235572	\$ 329.00	Tuition Reimbursement-Classified
Invoice <\$15,000	Litronix, Ltd.	5/9/2018	IM*0235573	\$ 477.50	Audio/Visual Materials
Invoice <\$15,000	Lombard Toyota	5/9/2018	IM*0235574	\$ 11.60	Instructional Supplies
Invoice <\$15,000	LorLor Enterprises Corporation	5/9/2018	IM*0235575	\$ 45.80	Instructional Supplies
Invoice <\$15,000	Fernando Macias	5/9/2018	IM*0235576	\$ 100.00	Consultants Expense
Invoice <\$15,000	Marberry Cleaners and Launderer's LLC	5/9/2018	IM*0235577	\$ 111.86	Maintenance Services Expense

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AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	Market Lab	5/9/2018	IM*0235578	\$ 243.64	Instructional Supplies
Invoice <\$15,000	Mathews Medical and Scientific Books, Inc.	5/9/2018	IM*0235579	\$ 55.00	Books and Binding Costs
Invoice <\$15,000	McKesson General Medical Corporation	5/9/2018	IM*0235580	\$ 663.71	Instructional Supplies
Invoice <\$15,000	McMaster Carr Supply	5/9/2018	IM*0235581	\$ 1,461.35	Instructional Supplies
Invoice <\$15,000	Gregory McVey	5/9/2018	IM*0235582	\$ 430.29	Recruitment Expense
Invoice <\$15,000	Medline Industries, Inc.	5/9/2018	IM*0235583	\$ 41.12	Instructional Supplies
Invoice <\$15,000	Medline Industries, Inc.	5/9/2018	IM*0235584	\$ 1,229.63	Instructional Supplies
Invoice <\$15,000	Anna Metlushko	5/9/2018	IM*0235585	\$ 250.00	Funds Held in Custody of Others
Invoice <\$15,000	MH Sub I, LLC	5/9/2018	IM*0235586	\$ 74.83	Books and Binding Costs
Invoice <\$15,000	Mi-Box	5/9/2018	IM*0235587	\$ 99.00	Rental Facility
Invoice <\$15,000	Michel, LLC	5/9/2018	IM*0235588	\$ 5,769.68	Maintenance Services Expense
Invoice <\$15,000	Michigan Department of State Police	5/9/2018	IM*0235589	\$ 350.00	Tuition Reimbursement-Admin
Invoice <\$15,000	Midwest Trading Horticulture Supplies Inc.	5/9/2018	IM*0235591	\$ 2,269.28	Instructional Supplies
Invoice <\$15,000	Joseph Milligan	5/9/2018	IM*0235592	\$ 2,277.11	Retiree Healthcare Payments
Invoice <\$15,000	Moore Medical, LLC	5/9/2018	IM*0235593	\$ 1,835.00	Instructional Supplies
Invoice <\$15,000	Mwabatho Moshoeshoe	5/9/2018	IM*0235594	\$ 75.00	Other Expenditure
Invoice <\$15,000	Motema Music LLC	5/9/2018	IM*0235595	\$ 16.80	Advertising Expense
Invoice <\$15,000	MSC Industrial Supply	5/9/2018	IM*0235596	\$ 1,920.58	Publications
Invoice <\$15,000	Michael Murphy	5/9/2018	IM*0235597	\$ 800.00	Retiree Healthcare Payments
Invoice <\$15,000	Michael Muzik	5/9/2018	IM*0235598	\$ 250.00	Funds Held in Custody of Others
Invoice <\$15,000	NACAS	5/9/2018	IM*0235599	\$ 875.00	Dues
Invoice <\$15,000	Nasco	5/9/2018	IM*0235600	\$ 694.48	Instructional Supplies
Invoice <\$15,000	National Fire Protection Association	5/9/2018	IM*0235601	\$ 4,750.00	Books and Binding Costs
Invoice <\$15,000	NBA Properties, Inc.	5/9/2018	IM*0235602	\$ 500.00	Other Contractual Services Expense
Invoice <\$15,000	NCTA-Nat'l College Testing	5/9/2018	IM*0235603	\$ 250.00	Dues
Invoice <\$15,000	Neher Electric	5/9/2018	IM*0235604	\$ 85.00	Maintenance Supplies
Invoice <\$15,000	Neptune Benson Holding Corporation	5/9/2018	IM*0235605	\$ 1,873.51	Facilities Maintenance Service Expense
Invoice <\$15,000	Newark Electronics	5/9/2018	IM*0235606	\$ 88.83	IT Maintenance Services
Invoice <\$15,000	Nextwarehouse	5/9/2018	IM*0235607	\$ 2,767.10	Maintenance Services Expense
Invoice <\$15,000	NISDD	5/9/2018	IM*0235608	\$ 1,145.00	Dues
Invoice <\$15,000	North American Technician Excellence, Inc.	5/9/2018	IM*0235609	\$ 100.00	Instructional Service Contracts
Invoice <\$15,000	Patricia O Dwyer	5/9/2018	IM*0235610	\$ 1,200.00	Retiree Healthcare Payments
Invoice <\$15,000	Office Depot	5/9/2018	IM*0235611	\$ 14,311.37	Office Supplies
Invoice <\$15,000	Omnigraphics, Inc.	5/9/2018	IM*0235623	\$ 81.85	Books and Binding Costs
Invoice <\$15,000	Open Table, Inc.	5/9/2018	IM*0235624	\$ 413.50	Other Contractual Services Expense
Invoice <\$15,000	Operation Support Our Troops-II, Inc.	5/9/2018	IM*0235625	\$ 10,000.00	Other Contractual Services Expense
Invoice <\$15,000	Optitex USA Inc.	5/9/2018	IM*0235626	\$ 186.13	Instructional Supplies
Invoice <\$15,000	OverDrive, Inc.	5/9/2018	IM*0235627	\$ 6,090.00	Publications
Invoice <\$15,000	Oxford University Press	5/9/2018	IM*0235628	\$ 151.18	Books and Binding Costs
Invoice <\$15,000	PACHS II/Cadence Occupational Health	5/9/2018	IM*0235629	\$ 743.09	Instructional Service Contracts
Invoice <\$15,000	PACHS II/Cadence Occupational Health	5/9/2018	IM*0235630	\$ 3,808.02	Instructional Service Contracts
Invoice <\$15,000	Christine Parrilli	5/9/2018	IM*0235631	\$ 50.00	Consultants Expense
Invoice <\$15,000	Jacob Parrino	5/9/2018	IM*0235632	\$ 120.00	Funds Held in Custody of Others
Invoice <\$15,000	Patten Industries Inc.	5/9/2018	IM*0235633	\$ 1,760.88	Maintenance Supplies
Invoice <\$15,000	Pearson Education, Inc.	5/9/2018	IM*0235634	\$ 228.41	Books and Binding Costs
Invoice <\$15,000	Pepsi Purchases	5/9/2018	IM*0235635	\$ 347.60	Purchase for Resale
Invoice <\$15,000	Phi Theta Kappa Honor Society	5/9/2018	IM*0235636	\$ 325.00	Funds Held in Custody of Others
Invoice <\$15,000	Plastics Plus Inc.	5/9/2018	IM*0235637	\$ 197.52	Office Supplies
Invoice <\$15,000	Adam Popper	5/9/2018	IM*0235638	\$ 250.00	Funds Held in Custody of Others
Invoice <\$15,000	Jeffrey Powell	5/9/2018	IM*0235639	\$ 150.00	Consultants Expense
Invoice <\$15,000	Power Systems	5/9/2018	IM*0235640	\$ 2,635.20	Instructional Supplies
Invoice <\$15,000	Praxair/Gas Tech	5/9/2018	IM*0235641	\$ 10,693.80	Equipment - Instructional
Invoice <\$15,000	Presence Hospitals PRV	5/9/2018	IM*0235642	\$ 105.00	Instructional Service Contracts
Invoice <\$15,000	Pretrax, Inc.	5/9/2018	IM*0235643	\$ 2,610.63	Other Contractual Services Expense

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Invoice <\$15,000	Public Identity, Inc.	5/9/2018	IM*0235644	\$ 3,697.92	Advertising Expense
Invoice <\$15,000	Public Safety Communication	5/9/2018	IM*0235645	\$ 210.00	Maintenance Services Expense
Invoice <\$15,000	Phil Pupillo	5/9/2018	IM*0235646	\$ 200.00	Consultants Expense
Invoice <\$15,000	Suha Quraishi	5/9/2018	IM*0235647	\$ 20.95	Funds Held in Custody of Others
Invoice <\$15,000	Radiation Detection Company	5/9/2018	IM*0235648	\$ 1,412.00	Instructional Supplies
Invoice <\$15,000	Calih Radocav	5/9/2018	IM*0235649	\$ 180.00	Funds Held in Custody of Others
Invoice <\$15,000	Ramrod Distributors	5/9/2018	IM*0235650	\$ 6,217.30	Maintenance Supplies
Invoice <\$15,000	Recognition Media, LLC	5/9/2018	IM*0235651	\$ 735.00	Other Contractual Services Expense
Invoice <\$15,000	Steve Reinhardt	5/9/2018	IM*0235652	\$ 200.00	Consultants Expense
Invoice <\$15,000	Ronald Reis	5/9/2018	IM*0235653	\$ 50.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Rental Max LLC	5/9/2018	IM*0235654	\$ 600.00	Other Conference & Meeting Expense
Invoice <\$15,000	Revere Electric Supply	5/9/2018	IM*0235655	\$ 255.66	Maintenance Supplies
Invoice <\$15,000	RPC Leadership Associates, Inc.	5/9/2018	IM*0235656	\$ 1,500.00	Instructional Service Contracts
Invoice <\$15,000	Rio Grande	5/9/2018	IM*0235657	\$ 777.95	Instructional Supplies
Invoice <\$15,000	Jay Riordan	5/9/2018	IM*0235658	\$ 200.00	Consultants Expense
Invoice <\$15,000	Rocksolid, LLC	5/9/2018	IM*0235659	\$ 4,490.60	Non-Capital Equipment
Invoice <\$15,000	Keith Rogowski	5/9/2018	IM*0235660	\$ 200.00	Consultants Expense
Invoice <\$15,000	Angela Roiniotis	5/9/2018	IM*0235661	\$ 100.00	Misc. Awards (1099)
Invoice <\$15,000	Rose Brand Wipes Ins	5/9/2018	IM*0235662	\$ 322.86	Other supplies
Invoice <\$15,000	Paul Rybarczyk	5/9/2018	IM*0235663	\$ 200.00	Consultants Expense
Invoice <\$15,000	Sargent-Welch/VWR	5/9/2018	IM*0235664	\$ 1,790.29	Non-Capital Equipment
Invoice <\$15,000	Lon Saucier	5/9/2018	IM*0235665	\$ 120.00	Funds Held in Custody of Others
Invoice <\$15,000	Scent Air Technologies, Inc.	5/9/2018	IM*0235666	\$ 89.00	Other Contractual Services Expense
Invoice <\$15,000	School Health Corporation	5/9/2018	IM*0235667	\$ 814.97	Instructional Supplies
Invoice <\$15,000	Marketron Broadcast Solutions	5/9/2018	IM*0235668	\$ 294.00	Maintenance Services Expense
Invoice <\$15,000	Benjamin Sczublewski	5/9/2018	IM*0235669	\$ 250.00	Misc. Awards (1099)
Invoice <\$15,000	David Seastrom	5/9/2018	IM*0235670	\$ 200.00	Consultants Expense
Invoice <\$15,000	Daniel Seiter	5/9/2018	IM*0235671	\$ 500.00	Other Contractual Services Expense
Invoice <\$15,000	SFD, Inc	5/9/2018	IM*0235672	\$ 2,327.70	Instructional Supplies
Invoice <\$15,000	Sharpprint	5/9/2018	IM*0235673	\$ 1,481.20	Advertising Expense
Invoice <\$15,000	Sherwin Williams Company	5/9/2018	IM*0235674	\$ 21.82	Maintenance Supplies
Invoice <\$15,000	SHI International Corp	5/9/2018	IM*0235675	\$ 13,684.40	Non-Capital Equipment
Invoice <\$15,000	SiteOne Landscape Supply Holding, LLC	5/9/2018	IM*0235676	\$ 1,229.28	Maintenance Supplies
Invoice <\$15,000	Jacqueline Skryd	5/9/2018	IM*0235677	\$ 735.00	Consultants Expense
Invoice <\$15,000	Slippery Rock University Foundation, Inc.	5/9/2018	IM*0235678	\$ 250.00	Dues
Invoice <\$15,000	Society for Information Management, Chicago Chapter	5/9/2018	IM*0235679	\$ 195.00	Dues
Invoice <\$15,000	Sodexo Inc. & Affiliates	5/9/2018	IM*0235680	\$ 7,632.95	Equipment - Service
Invoice <\$15,000	Sonnenzimmer	5/9/2018	IM*0235681	\$ 100.00	Advertising Expense
Invoice <\$15,000	Sony Music Holdings, inc.	5/9/2018	IM*0235682	\$ 111.90	Advertising Expense
Invoice <\$15,000	Stephan Bates	5/9/2018	IM*0235683	\$ 826.00	Instructional Supplies
Invoice <\$15,000	Strategic Cost Control, Inc.	5/9/2018	IM*0235684	\$ 800.00	Unemployment Insurance Expense
Invoice <\$15,000	Survey Monkey Inc.	5/9/2018	IM*0235685	\$ 264.00	Dues
Invoice <\$15,000	Josie Suter	5/9/2018	IM*0235686	\$ 250.00	Funds Held in Custody of Others
Invoice <\$15,000	Feryaal Tahir	5/9/2018	IM*0235687	\$ 224.21	Funds Held in Custody of Others
Invoice <\$15,000	Tape Products Co	5/9/2018	IM*0235688	\$ 23.24	Other Conference & Meeting Expense
Invoice <\$15,000	Terrace Supply Company	5/9/2018	IM*0235689	\$ 161.50	Other Materials & Supplies Expense
Invoice <\$15,000	Samantha Thompson	5/9/2018	IM*0235690	\$ 100.00	Funds Held in Custody of Others
Invoice <\$15,000	Edward Timm	5/9/2018	IM*0235691	\$ 50.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Timothy Wahlberg	5/9/2018	IM*0235692	\$ 600.00	Other Conference & Meeting Expense
Invoice <\$15,000	U. Inc.	5/9/2018	IM*0235693	\$ 249.00	Publications
Invoice <\$15,000	U.S. Green Bldg. Council	5/9/2018	IM*0235694	\$ 300.00	Dues
Invoice <\$15,000	United States Cylinder Gas	5/9/2018	IM*0235695	\$ 53.40	Instructional Supplies
Invoice <\$15,000	Unum Life Insurance Company of America	5/9/2018	IM*0235696	\$ 9,368.84	Long Term Care - Insurance
Invoice <\$15,000	United Parcel Service	5/9/2018	IM*0235697	\$ 606.22	Postage

D. All Disbursements Excluding Payroll
College of DuPage
Community College District No. 502
ACCOUNTS PAYABLE AND PAYROLL REPORT
CASH DISBURSEMENTS
May 31, 2018

CHECKS ISSUED DURING ACCOUNTING MONTH - May 2018

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AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	Urban Elevator Service, Inc.	5/9/2018	IM*0235698	\$ 1,968.67	Facilities Maintenance Service Expense
Invoice <\$15,000	Constance Van Every	5/9/2018	IM*0235699	\$ 900.00	Retiree Healthcare Payments
Invoice <\$15,000	Varidask LLC	5/9/2018	IM*0235700	\$ 395.00	Equipment - Office
Invoice <\$15,000	Sal Vasta	5/9/2018	IM*0235701	\$ 100.00	Consultants Expense
Invoice <\$15,000	Remzo Vega	5/9/2018	IM*0235702	\$ 250.00	Funds Held in Custody of Others
Invoice <\$15,000	VIA CARLITA, LLC	5/9/2018	IM*0235703	\$ 3,395.87	Maintenance Services Expense
Invoice <\$15,000	Village of Carol Stream	5/9/2018	IM*0235704	\$ 94.54	Water - Sewage Expense
Invoice <\$15,000	VWR Funding, Inc.	5/9/2018	IM*0235705	\$ 6,035.26	Non-Capital Equipment
Invoice <\$15,000	Wall St Journal	5/9/2018	IM*0235706	\$ 467.88	Publications
Invoice <\$15,000	Wards Natural Science Est., LLC	5/9/2018	IM*0235707	\$ 173.71	Instructional Supplies
Invoice <\$15,000	Waste Management of Illinois-West	5/9/2018	IM*0235708	\$ 7,788.01	Refuse Disposal Expense
Invoice <\$15,000	Wbc Group, Llc	5/9/2018	IM*0235709	\$ 259.96	Instructional Supplies
Invoice <\$15,000	West & Sons Towing, Inc.	5/9/2018	IM*0235710	\$ 110.00	Maintenance Services Expense
Invoice <\$15,000	West Suburban Travelers	5/9/2018	IM*0235711	\$ 303.60	Conference/Meeting Expense - Local
Invoice <\$15,000	Westlake Hardware, Inc.	5/9/2018	IM*0235712	\$ 409.80	Other supplies
Invoice <\$15,000	Bryce Williams	5/9/2018	IM*0235713	\$ 250.00	Funds Held in Custody of Others
Invoice <\$15,000	Window Coating, Inc.	5/9/2018	IM*0235714	\$ 250.00	Facilities Maintenance Service Expense
Invoice <\$15,000	Windy City Truck Repair, Inc.	5/9/2018	IM*0235715	\$ 71.37	Maintenance Services Expense
Invoice <\$15,000	WM. F. Meyer Company	5/9/2018	IM*0235716	\$ 65.50	Maintenance Supplies
Invoice <\$15,000	WM. F. Meyer Company	5/9/2018	IM*0235717	\$ 58.82	Maintenance Supplies
Invoice <\$15,000	Woods & Poole Economics, Inc.	5/9/2018	IM*0235718	\$ 145.00	Consultants Expense
Invoice <\$15,000	Xerox Corporation	5/9/2018	IM*0235719	\$ 13,459.61	Rental - Equipment
Invoice <\$15,000	Xerox Corporation	5/9/2018	IM*0235720	\$ 147.61	Rental - Equipment
Invoice <\$15,000	Yankee Book Peddler, Inc.	5/9/2018	IM*0235721	\$ 4,011.46	Books and Binding Costs
Invoice <\$15,000	Quinn Zajkowski	5/9/2018	IM*0235722	\$ 168.21	Agency Scholarships
Invoice <\$15,000	Jim Zalud	5/9/2018	IM*0235723	\$ 1,250.00	Instructional Service Contracts
Invoice <\$15,000	Barbara Zomick	5/9/2018	IM*0235724	\$ 80.00	Instructional Service Contracts
Invoice <\$15,000	Zonathern Products, Inc.	5/9/2018	IM*0235725	\$ 4,234.32	Maintenance Supplies
Invoice >\$15,000	Dupage County Collector	5/9/2018	IM*0235727	\$ 20,310.65	Other Fixed Charges Expense
Invoice >\$15,000	Dupage County Collector	5/9/2018	IM*0235728	\$ 28,243.01	Other Fixed Charges Expense
Invoice <\$15,000	College of DuPage	5/9/2018	IM*0235729	\$ 330.82	Instructional Supplies
Invoice <\$15,000	Postmaster - Glen Ellyn	5/9/2018	IM*0235730	\$ 10,000.00	USPS Prepaid
Employee Reimb	Karen Arentsen	5/10/2018	IM*0235731	\$ 119.22	Instructional Supplies
Employee Reimb	Alexandra Bennett	5/10/2018	IM*0235732	\$ 209.00	Dues - Faculty
Employee Reimb	Daniel Bindert	5/10/2018	IM*0235733	\$ 302.77	Mileage In District / In State
Employee Reimb	Dawn Birkland	5/10/2018	IM*0235734	\$ 1,048.38	Travel - Out of State
Employee Reimb	Amy Camp	5/10/2018	IM*0235735	\$ 300.00	Tuition Reimbursement-CODA
Employee Reimb	Rosaura Carbajal-Romo	5/10/2018	IM*0235736	\$ 735.64	Tuition Reimbursement-Faculty
Employee Reimb	Frances Duckworth	5/10/2018	IM*0235737	\$ 199.00	Tuition Reimbursement-Classified
Employee Reimb	Vicky Edwards	5/10/2018	IM*0235738	\$ 52.94	Instructional Supplies
Employee Reimb	Carol Eisinger	5/10/2018	IM*0235739	\$ 34.56	Advertising Expense
Employee Reimb	Jon Gantt	5/10/2018	IM*0235740	\$ 768.75	Other supplies
Employee Reimb	Joseph Gilles	5/10/2018	IM*0235741	\$ 95.00	Dues - Faculty
Employee Reimb	Stacie Haen-Darden	5/10/2018	IM*0235742	\$ 350.00	Tuition Reimbursement-CODA
Employee Reimb	Joann Harling	5/10/2018	IM*0235743	\$ 225.00	Tuition Reimbursement-CODA
Employee Reimb	David Hawley	5/10/2018	IM*0235744	\$ 342.73	Instructional Supplies
Employee Reimb	Robbye Henderson	5/10/2018	IM*0235745	\$ 47.91	Mileage In District / In State
Employee Reimb	Laurel Jolly-McCarthy	5/10/2018	IM*0235746	\$ 271.75	Instructional Supplies
Employee Reimb	Kelli Kerns	5/10/2018	IM*0235747	\$ 72.49	Mileage In District / In State
Employee Reimb	Jason Levaggi	5/10/2018	IM*0235748	\$ 50.70	Mileage In District / In State
Employee Reimb	Priscila Linarea	5/10/2018	IM*0235749	\$ 1,273.56	Travel - Out of State
Employee Reimb	Bonnie Loder	5/10/2018	IM*0235750	\$ 97.27	Funds Held in Custody of Others
Employee Reimb	Tamara McClain	5/10/2018	IM*0235751	\$ 1,005.93	Travel - Out of State
Employee Reimb	Danice McGrath	5/10/2018	IM*0235752	\$ 199.99	Tuition Reimbursement-CODA

D. All Disbursements Excluding Payroll
 College of DuPage
 Community College District No. 502
ACCOUNTS PAYABLE AND PAYROLL REPORT
 CASH DISBURSEMENTS
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AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Employee Reimb	Karla Megow	5/10/2018	IM*0235753	\$ 170.68	Instructional Supplies
Employee Reimb	Joanne Mitrenga	5/10/2018	IM*0235754	\$ 106.78	Other Conference & Meeting Expense
Employee Reimb	Charlene Mohr	5/10/2018	IM*0235755	\$ 15.00	Travel - In Dist / In State
Employee Reimb	Lucas Murray	5/10/2018	IM*0235756	\$ 144.83	Instructional Supplies
Employee Reimb	Linda Nejman	5/10/2018	IM*0235757	\$ 1,339.40	Travel - Out of State
Employee Reimb	Marilyn Ortiz	5/10/2018	IM*0235758	\$ 13.08	Mileage In District / In State
Employee Reimb	Mln Pan	5/10/2018	IM*0235759	\$ 120.00	Tuition Reimbursement-Classified
Employee Reimb	Wendy Parks	5/10/2018	IM*0235760	\$ 320.00	Dues - Administrators
Employee Reimb	Sameena Parveen	5/10/2018	IM*0235761	\$ 1,159.86	Tuition Reimbursement-Classified
Employee Reimb	Jennifer Prusko	5/10/2018	IM*0235762	\$ 1,269.38	Travel - Out of State
Employee Reimb	Brian Roca	5/10/2018	IM*0235763	\$ 13.08	Mileage In District / In State
Employee Reimb	Carina Santoyo	5/10/2018	IM*0235764	\$ 1,159.62	Tuition Reimbursement-Classified
Employee Reimb	Jennifer Scavone	5/10/2018	IM*0235765	\$ 69.11	Instructional Supplies
Employee Reimb	Jennifer Schriber	5/10/2018	IM*0235766	\$ 336.56	Other Conference & Meeting Expense
Employee Reimb	Kelly Stokes	5/10/2018	IM*0235767	\$ 115.00	Tuition Reimbursement-CODA
Employee Reimb	Erin Sullivan	5/10/2018	IM*0235768	\$ 31.92	Instructional Supplies
Employee Reimb	Stephen Thompson	5/10/2018	IM*0235769	\$ 194.57	Mileage In District / In State
Employee Reimb	Shannon Toler	5/10/2018	IM*0235770	\$ 753.08	Travel - Out of State
Employee Reimb	Donnie Turner	5/10/2018	IM*0235771	\$ 1,358.13	Travel - Out of State
Employee Reimb	Adam Wasilowski	5/10/2018	IM*0235772	\$ 473.81	Conference/Meeting Expense - Local
Employee Reimb	Pamela Winberg	5/10/2018	IM*0235773	\$ 20.16	Other Conference & Meeting Expense
Employee Reimb	Benjamin Yost	5/10/2018	IM*0235774	\$ 918.99	Travel - Out of State
Invoice <\$15,000	Blitt and Gaines, PC	5/10/2018	IM*0235775	\$ 345.11	Wage Assignments
Invoice <\$15,000	Educ Loan - AES PHEAA	5/10/2018	IM*0235776	\$ 198.57	Wage Assignments
Invoice <\$15,000	Great Lakes Higher Education Guaranty Corporation	5/10/2018	IM*0235777	\$ 690.29	Wage Assignments
Invoice <\$15,000	International Union of Operating Engineers	5/10/2018	IM*0235778	\$ 671.13	Professional Dues
Invoice <\$15,000	Carol Jackowiak	5/10/2018	IM*0235779	\$ 415.38	Wage Assignments
Invoice <\$15,000	Midwest Capital Managers	5/10/2018	IM*0235780	\$ 177.76	Wage Assignments
Invoice <\$15,000	Office of Glenn B. Stearns	5/10/2018	IM*0235781	\$ 913.85	Wage Assignments
Invoice <\$15,000	Pennsylvania SCDU	5/10/2018	IM*0235782	\$ 542.39	Wage Assignments
Invoice <\$15,000	State Disbursement Unit	5/10/2018	IM*0235783	\$ 6,025.44	Wage Assignments
Invoice <\$15,000	Steven J. Fink & Assoc.	5/10/2018	IM*0235784	\$ 36.38	Wage Assignments
Invoice <\$15,000	U.S. Department of Education	5/10/2018	IM*0235785	\$ 394.06	Wage Assignments
Invoice <\$15,000	Office Depot	5/10/2018	IM*0235786	\$ 5,981.95	Office Supplies
Invoice <\$15,000	Amalgamated Bank of Chicago	5/10/2018	IM*0235790	\$ 350.00	Bond Interest
Invoice <\$15,000	College of Dupage Foundation	5/10/2018	IM*0235791	\$ 633.00	Art Center Deposit Liability
Invoice <\$15,000	DuPage County Health Department	5/10/2018	IM*0235792	\$ 519.00	Building Remodeling Expense
Invoice <\$15,000	Drinker Biddle & Reath LLP	5/11/2018	IM*0235793	\$ 1,830.00	Legal Services Expense
Invoice <\$15,000	Colonel II James N. Pritzker Library	5/11/2018	IM*0235794	\$ 5,590.00	Other Contractual Services Expense
Invoice >\$15,000	American Express Travel Related Services Co., Inc.	5/14/2018	IM*0235795	\$ 46,047.33	Travel - Out of State
Employee Reimb	Bonnie Loder	5/15/2018	IM*0235799	\$ 563.50	Travel Advances
Invoice <\$15,000	Home Depot - Downers Grove	5/15/2018	IM*0235809	\$ 2,033.75	Other supplies
Invoice <\$15,000	NCS Pearson Inc.	5/15/2018	IM*0235810	\$ 4,642.00	Instructional Supplies
Invoice <\$15,000	Illinois Secretary of State	5/16/2018	IM*0235811	\$ 32.00	Financial Charges & Adjustments
Invoice <\$15,000	Amalgamated Bank of Chicago	5/16/2018	IM*0235812	\$ 300.00	Bond Interest
Invoice <\$15,000	College of Dupage - Petty Cash Police	5/16/2018	IM*0235813	\$ 22.00	Other supplies
Invoice <\$15,000	Dramatic Publishing	5/16/2018	IM*0235814	\$ 1,001.28	Prepaid Expenses
Employee Reimb	Vanessa Roimicher	5/18/2018	IM*0235816	\$ 652.50	Travel Advances
Invoice <\$15,000	Hollman Inc.	5/18/2018	IM*0235817	\$ 2,824.91	Non-Capital Equipment
Invoice <\$15,000	IDES-Magnetic Media Unit	5/18/2018	IM*0235818	\$ 12,834.50	Unemployment Insurance Expense
Invoice <\$15,000	AT&T Corporation	5/21/2018	IM*0235819	\$ 9.64	Telephone Expense
Invoice <\$15,000	AT&T Corporation	5/21/2018	IM*0235820	\$ 4,729.68	Telephone Expense
Invoice <\$15,000	AT&T - Carol Stream	5/21/2018	IM*0235821	\$ 463.52	Telephone Expense
Invoice <\$15,000	AT&T Mobility	5/21/2018	IM*0235822	\$ 891.33	Other Contractual Services Expense

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Invoice >\$15,000	Dynegy Energy Services, LLC	5/22/2018	IM*0235841	\$ 128,239.31	Electricity Expense
Invoice <\$15,000	Blitt and Gaines, PC	5/24/2018	IM*0235895	\$ 345.11	Wage Assignments
Invoice <\$15,000	Educ Loan - AES PHEAA	5/24/2018	IM*0235896	\$ 198.57	Wage Assignments
Invoice <\$15,000	International Union of Operating Engineers	5/24/2018	IM*0235897	\$ 671.13	Professional Dues
Invoice <\$15,000	Carol Jackowiak	5/24/2018	IM*0235898	\$ 415.38	Wage Assignments
Invoice <\$15,000	Midwest Capital Managers	5/24/2018	IM*0235899	\$ 177.76	Wage Assignments
Invoice <\$15,000	Office of Glenn B. Stearns	5/24/2018	IM*0235900	\$ 600.00	Wage Assignments
Invoice <\$15,000	Pennsylvania SCDU	5/24/2018	IM*0235901	\$ 542.39	Wage Assignments
Invoice <\$15,000	The Rooney Law Firm, PC	5/24/2018	IM*0235902	\$ 155.75	Wage Assignments
Invoice <\$15,000	State Disbursement Unit	5/24/2018	IM*0235903	\$ 5,946.13	Wage Assignments
Invoice <\$15,000	Steven J. Fink & Assoc.	5/24/2018	IM*0235904	\$ 35.38	Wage Assignments
Invoice <\$15,000	U.S. Department of Education	5/24/2018	IM*0235905	\$ 306.16	Wage Assignments
Invoice <\$15,000	Avant Assessment, LLC	5/24/2018	IM*0235906	\$ 895.00	Instructional Supplies
Invoice <\$15,000	Ben Gray	5/24/2018	IM*0235907	\$ 200.00	Consultants Expense
Invoice <\$15,000	Woodburn Press	5/24/2018	IM*0235908	\$ 368.31	Instructional Supplies
Invoice <\$15,000	Martin Farrell	5/24/2018	IM*0235909	\$ 700.00	Honorarium Services
Invoice <\$15,000	Community Bank Wheaton	5/24/2018	IM*0235910	\$ 125.00	Other Contractual Services Expense
Invoice <\$15,000	Comcast Holdings Corporation	5/29/2018	IM*0235911	\$ 27.34	IT Maintenance Services
Employee Reimb	John Staack	5/31/2018	IM*0235954	\$ 22,900.00	Travel Advances
Invoice >\$15,000	Edward Occupational Health	5/31/2018	IM*0235955	\$ 17,280.00	Instructional Service Contracts
Invoice <\$15,000	Blue Mountain Artists, LLC	5/31/2018	IM*0235956	\$ 4,250.00	Prepaid Expenses
Invoice >\$15,000	Navia Benefit Solutions	5/2/2018	IM*A694	\$ 30,165.27	HSA Empl/COD Contr 4/27/18 Payroll
Invoice >\$15,000	Department of Treasury	5/10/2018	IM*A695	\$ 523,616.66	Withholding Tax - Federal
Invoice >\$15,000	IDES-Magnetic Media Unit	5/10/2018	IM*A697	\$ 185,887.70	Withholding Tax - State
Invoice >\$15,000	Navia Benefit Solutions	5/15/2018	IM*A698	\$ 31,066.27	HSA Empl/COD Contr 5/11/18 Payroll
Invoice <\$15,000	Illinois Department of Revenue	5/16/2018	IM*A699	\$ 57.71	Hotel/Motel Tax
Invoice <\$15,000	Illinois Department of Revenue	5/18/2018	IM*A700	\$ 3,041.00	Sales Tax
Invoice >\$15,000	Department of Treasury	5/24/2018	IM*A701	\$ 518,585.22	Withholding Tax - Federal
Invoice >\$15,000	IDES-Magnetic Media Unit	5/24/2018	IM*A702	\$ 174,690.56	Withholding Tax - State
Invoice >\$15,000	Navia Benefit Solutions	5/29/2018	IM*A703	\$ 25,848.15	HSA Empl/COD Contr 5/25/18 Payroll
Invoice <\$15,000	Ben Gray	4/11/2018	IM*E0066392	\$ (200.00)	Check issued in prior month; voided in current month
Invoice <\$15,000	Neptune Benson Holding Corporation	4/11/2018	IM*E0066451	\$ (1,873.51)	Check issued in prior month; voided in current month
Invoice <\$15,000	Tatiana Lunina	5/2/2018	IM*E0066798	\$ 250.00	Misc. Awards (1099)
Invoice <\$15,000	Laura Moschel	5/2/2018	IM*E0066799	\$ 400.00	Other Contractual Services Expense
Invoice <\$15,000	Press Photography Network	5/2/2018	IM*E0066800	\$ 3,187.50	Other Contractual Services Expense
Invoice <\$15,000	Sharon Welner	5/2/2018	IM*E0066801	\$ 170.82	Recruitment Expense
Invoice <\$15,000	AIMPRINT, Inc.	5/2/2018	IM*E0066802	\$ 2,492.69	Instructional Supplies
Invoice <\$15,000	Advanced Wiring Solutions, Inc.	5/2/2018	IM*E0066803	\$ 374.10	IT Maintenance Services
Invoice <\$15,000	American Radio Relay League (ARRL)	5/2/2018	IM*E0066804	\$ 60.45	Instructional Supplies
Invoice <\$15,000	Arbor Scientific	5/2/2018	IM*E0066805	\$ 369.94	Instructional Supplies
Invoice <\$15,000	Arc Illinois	5/2/2018	IM*E0066806	\$ 1,683.00	Instructional Supplies
Invoice <\$15,000	B&H Foto & Electronics Corporation	5/2/2018	IM*E0066807	\$ 4,954.78	Instructional Supplies
Invoice <\$15,000	Bailey Edward Design, Inc.	5/2/2018	IM*E0066808	\$ 1,088.67	Architectural Services Expense
Invoice <\$15,000	Barnes & Noble Booksellers Inc.	5/2/2018	IM*E0066809	\$ 335.08	Books and Binding Costs
Invoice <\$15,000	Batteries Plus-Glen Elyn	5/2/2018	IM*E0066810	\$ 94.82	Maintenance Supplies
Invoice <\$15,000	Buffalo Theatre Ensemble Corp.	5/2/2018	IM*E0066811	\$ 1,872.45	Art Center Deposit Liability
Invoice <\$15,000	Builders Land, Inc.	5/2/2018	IM*E0066812	\$ 11,946.49	Building Remodeling Expense
Invoice <\$15,000	BWM Global, Inc.	5/2/2018	IM*E0066813	\$ 1,875.00	Other Contractual Services Expense
Invoice <\$15,000	Carlin Horticultural Sales	5/2/2018	IM*E0066814	\$ 165.84	Other Materials & Supplies Expense
Invoice <\$15,000	Carrillo Photo	5/2/2018	IM*E0066815	\$ 2,912.50	Other Contractual Services Expense
Invoice <\$15,000	Cengage Learning, Inc.	5/2/2018	IM*E0066816	\$ 158.25	Instructional Supplies
Invoice <\$15,000	Central Poly Corporation	5/2/2018	IM*E0066817	\$ 3,630.00	Maintenance Supplies
Invoice <\$15,000	Central Turf and Irrigation Supply	5/2/2018	IM*E0066818	\$ 242.49	Maintenance Supplies
Invoice <\$15,000	Chamber630	5/2/2018	IM*E0066819	\$ 60.00	Conference/Meeting Expense - Local

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Invoice <\$15,000	Chicago Gallery News, Inc.	5/2/2018	IM*E0066820	\$ 3,975.00	Advertising Expense
Invoice <\$15,000	Customer Service Institute of America	5/2/2018	IM*E0066821	\$ 810.00	Instructional Service Contracts
Invoice <\$15,000	Computer Discount Warehouse	5/2/2018	IM*E0066822	\$ 33.58	Office Supplies
Invoice <\$15,000	Conference Technologies, Inc.	5/2/2018	IM*E0066823	\$ 1,760.00	Non-Capital Equipment
Invoice <\$15,000	Corporate Lakes Property	5/2/2018	IM*E0066824	\$ 14,559.31	Rental Facility
Invoice <\$15,000	DADES	5/2/2018	IM*E0066825	\$ 2,184.84	Rental Facility
Invoice <\$15,000	Dreisilker Electrical Motors	5/2/2018	IM*E0066826	\$ 177.95	Maintenance Supplies
Invoice <\$15,000	Edward Don & Company	5/2/2018	IM*E0066827	\$ 845.97	Instructional Supplies
Invoice <\$15,000	Fastenal Company	5/2/2018	IM*E0066828	\$ 64.26	Maintenance Supplies
Invoice <\$15,000	Fortune Fish Company	5/2/2018	IM*E0066829	\$ 840.87	Instructional Supplies
Invoice <\$15,000	Grainger - Downers Grove	5/2/2018	IM*E0066830	\$ 978.58	Other Materials & Supplies Expense
Invoice <\$15,000	GW Berkheimer Co. Inc.	5/2/2018	IM*E0066831	\$ 3,622.62	Equipment - Instructional
Invoice <\$15,000	Heritage Wine Cellars, Inc.	5/2/2018	IM*E0066832	\$ 871.63	Instructional Supplies
Invoice <\$15,000	Holstein's Garage	5/2/2018	IM*E0066833	\$ 2,561.00	Maintenance Services Expense
Invoice <\$15,000	I Have Bean	5/2/2018	IM*E0066834	\$ 571.80	Instructional Supplies
Invoice <\$15,000	IL Library Association	5/2/2018	IM*E0066835	\$ 150.00	Conference/Meeting Expense - Local
Invoice <\$15,000	Illinois Campus Compact	5/2/2018	IM*E0066836	\$ 6,000.00	Other Contractual Services Expense
Invoice <\$15,000	Infinity Transportation Management, LLC	5/2/2018	IM*E0066837	\$ 6,902.00	Other Contractual Services Expense
Invoice <\$15,000	Institute for Leadership Excellence & Dev., Inc	5/2/2018	IM*E0066838	\$ 1,400.00	Instructional Service Contracts
Invoice <\$15,000	Intelligent Lighting Creations	5/2/2018	IM*E0066839	\$ 1,423.96	Other supplies
Invoice <\$15,000	Jameco Electronics	5/2/2018	IM*E0066840	\$ 1,332.55	Other Materials & Supplies Expense
Invoice <\$15,000	JEM Medical, Inc	5/2/2018	IM*E0066841	\$ 1,895.00	Instructional Service Contracts
Invoice <\$15,000	Jerry Heggarty Chevrolet	5/2/2018	IM*E0066842	\$ 186.19	Instructional Supplies
Invoice <\$15,000	JMA Construction, Inc.	5/2/2018	IM*E0066843	\$ 860.00	Non-Capital Equipment
Invoice <\$15,000	K & R Wholesalers, Inc.	5/2/2018	IM*E0066844	\$ 1,397.78	Maintenance Services Expense
Invoice <\$15,000	Keller-Heartl Co., Inc.	5/2/2018	IM*E0066845	\$ 169.90	Maintenance Supplies
Invoice <\$15,000	Marquee Event Group, Inc.	5/2/2018	IM*E0066846	\$ 2,127.16	Charges Facilities/Staff/Other
Invoice <\$15,000	Maxlent LLC	5/2/2018	IM*E0066847	\$ 350.00	Travel - Out of State
Invoice <\$15,000	Midway Dental Supply Detroit, LLC	5/2/2018	IM*E0066848	\$ 30.15	Maintenance Services Expense
Invoice <\$15,000	Midway Staffing, Inc.	5/2/2018	IM*E0066849	\$ 9,557.09	Custodial Services
Invoice <\$15,000	Midwest Imports	5/2/2018	IM*E0066850	\$ 561.54	Instructional Supplies
Invoice <\$15,000	NAPA Auto Parts - Glen Ellyn	5/2/2018	IM*E0066851	\$ 130.55	Instructional Supplies
Invoice <\$15,000	NAPCO Steel	5/2/2018	IM*E0066852	\$ 546.48	Instructional Supplies
Invoice <\$15,000	Neuco	5/2/2018	IM*E0066853	\$ 337.50	Maintenance Supplies
Invoice <\$15,000	O'Reilly Auto Parts	5/2/2018	IM*E0066854	\$ 16.00	Maintenance Supplies
Invoice <\$15,000	Paddock Publications	5/2/2018	IM*E0066855	\$ 1,263.92	Printing Expense
Invoice <\$15,000	Patterson Dental	5/2/2018	IM*E0066856	\$ 58.12	Instructional Supplies
Invoice <\$15,000	Power Equipment Co	5/2/2018	IM*E0066857	\$ 192.00	Funds Held in Custody of Others
Invoice <\$15,000	Prairie Display Chicago Inc.	5/2/2018	IM*E0066858	\$ 2,411.87	Office Supplies
Invoice <\$15,000	Pro Education Solutions Inc.	5/2/2018	IM*E0066859	\$ 3,143.00	Other Contractual Services Expense
Invoice <\$15,000	Quickbase, Inc.	5/2/2018	IM*E0066860	\$ 2,165.92	Dues
Invoice <\$15,000	Reinders, Inc.	5/2/2018	IM*E0066861	\$ 289.64	Maintenance Supplies
Invoice <\$15,000	Resources Connection, Inc.	5/2/2018	IM*E0066862	\$ 6,370.00	Consultants Expense
Invoice <\$15,000	Riverside Technologies, Inc.	5/2/2018	IM*E0066863	\$ 1,518.00	Instructional Supplies
Invoice <\$15,000	Roy Houff Company, LLC	5/2/2018	IM*E0066864	\$ 625.50	Instructional Supplies
Invoice <\$15,000	Russo Power Equipment	5/2/2018	IM*E0066865	\$ 1,203.00	Instructional Supplies
Invoice <\$15,000	Scantron Corporation	5/2/2018	IM*E0066866	\$ 365.36	Instructional Supplies
Invoice <\$15,000	Server Supply.com	5/2/2018	IM*E0066867	\$ 432.00	Non-Capital Equipment
Invoice <\$15,000	Service Sanitation, Inc.	5/2/2018	IM*E0066868	\$ 315.00	Other Contractual Services Expense
Invoice <\$15,000	Signature Cleaners of University Commons	5/2/2018	IM*E0066869	\$ 224.00	Other Contractual Services Expense
Invoice <\$15,000	Southside Control Supply Company	5/2/2018	IM*E0066870	\$ 816.92	Instructional Supplies
Invoice <\$15,000	Stivers Staffing Services	5/2/2018	IM*E0066871	\$ 3,528.64	Other Contractual Services Expense
Invoice <\$15,000	Supreme Lobster, Seafood	5/2/2018	IM*E0066872	\$ 2,996.31	Instructional Supplies
Invoice <\$15,000	Sysco Food Service	5/2/2018	IM*E0066873	\$ 2,727.37	Instructional Supplies

D. All Disbursements Excluding Payroll
College of DuPage
Community College District No. 502
ACCOUNTS PAYABLE AND PAYROLL REPORT
CASH DISBURSEMENTS
May 31, 2018

CHECKS ISSUED DURING ACCOUNTING MONTH - May 2018

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AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	Taylor & Francis Group, LLC	5/2/2018	IM*E0066874	\$ 310.46	Books and Binding Costs
Invoice <\$15,000	Testa Produce, Inc.	5/2/2018	IM*E0066875	\$ 2,627.35	Instructional Supplies
Invoice <\$15,000	Touchnet Information Systems, Inc.	5/2/2018	IM*E0066876	\$ 3,500.00	IT Maintenance Services
Invoice <\$15,000	Tuohy Horticultural Enterprise	5/2/2018	IM*E0066877	\$ 969.59	Instructional Supplies
Invoice <\$15,000	Warehouse Direct, Inc.	5/2/2018	IM*E0066878	\$ 722.68	Maintenance Supplies
Invoice <\$15,000	Wesco Distribution , Inc.	5/2/2018	IM*E0066879	\$ 1,136.46	Other Contractual Services Expense
Invoice <\$15,000	WPM Products, Inc.	5/2/2018	IM*E0066880	\$ 2,500.00	Instructional Service Contracts
Employee Reimb	James Allen	5/3/2018	IM*E0066881	\$ 100.00	Tuition Reimbursement-Faculty
Employee Reimb	Becky Benkert	5/3/2018	IM*E0066882	\$ 150.00	Tuition Reimbursement-Classified
Employee Reimb	Donna Berliner	5/3/2018	IM*E0066883	\$ 1,185.10	Travel - Out of State
Employee Reimb	Rodney Buck	5/3/2018	IM*E0066884	\$ 5,000.94	Travel - Out of State
Employee Reimb	Sarah Butler	5/3/2018	IM*E0066885	\$ 759.67	Travel - Out of State
Employee Reimb	Thomas Carter	5/3/2018	IM*E0066886	\$ 102.85	Instructional Supplies
Employee Reimb	Kayla Chepyator	5/3/2018	IM*E0066887	\$ 1,137.41	Other Conference & Meeting Expense
Employee Reimb	Diana Christopher	5/3/2018	IM*E0066888	\$ 464.50	Dues - Classified
Employee Reimb	Robert Clark	5/3/2018	IM*E0066889	\$ 377.18	Instructional Supplies
Employee Reimb	Brian Clement	5/3/2018	IM*E0066890	\$ 25.96	Instructional Supplies
Employee Reimb	Michael Conwood	5/3/2018	IM*E0066891	\$ 4.36	Mileage In District / In State
Employee Reimb	Denise Cote	5/3/2018	IM*E0066892	\$ 38.75	Travel - In Dist / In State
Employee Reimb	Mauro Crestani	5/3/2018	IM*E0066893	\$ 4,439.32	Travel - Out of State
Employee Reimb	Felix Davis	5/3/2018	IM*E0066894	\$ 900.00	Tuition Reimbursement-Faculty
Employee Reimb	Julia diLiberti	5/3/2018	IM*E0066895	\$ 207.61	Other Conference & Meeting Expense
Employee Reimb	Earl Dowling	5/3/2018	IM*E0066896	\$ 283.66	Conference/Meeting Expense - Local
Employee Reimb	Gilbert Egge	5/3/2018	IM*E0066897	\$ 493.34	Travel - Out of State
Employee Reimb	Lisa Ely	5/3/2018	IM*E0066898	\$ 148.25	Mileage In District / In State
Employee Reimb	Remic Ensweller	5/3/2018	IM*E0066899	\$ 117.11	Instructional Supplies
Employee Reimb	Melissa Fanella	5/3/2018	IM*E0066901	\$ 66.53	Advertising Expense
Employee Reimb	Matthew Foster	5/3/2018	IM*E0066902	\$ 645.45	Other Conference & Meeting Expense
Employee Reimb	Virginia Garner	5/3/2018	IM*E0066903	\$ 29.81	Other supplies
Employee Reimb	Anna Gay	5/3/2018	IM*E0066904	\$ 23.95	Other supplies
Employee Reimb	Helen Gbala	5/3/2018	IM*E0066905	\$ 40.00	Dues - Classified
Employee Reimb	Donna Gillespie	5/3/2018	IM*E0066906	\$ 45.00	Tuition Reimbursement-Faculty
Employee Reimb	Joyce Graves	5/3/2018	IM*E0066907	\$ 60.00	Instructional Supplies
Employee Reimb	Melissa Henry	5/3/2018	IM*E0066908	\$ 312.85	Mileage In District / In State
Employee Reimb	Lisa Higgins	5/3/2018	IM*E0066909	\$ 21.99	Office Supplies
Employee Reimb	Ashley Jarrell	5/3/2018	IM*E0066910	\$ 9.27	Mileage In District / In State
Employee Reimb	Candice Johnson	5/3/2018	IM*E0066911	\$ 112.27	Mileage In District / In State
Employee Reimb	Donna Kanak	5/3/2018	IM*E0066912	\$ 81.88	Dues - Faculty
Employee Reimb	Cathleen Kaye	5/3/2018	IM*E0066913	\$ 75.00	Tuition Reimbursement-CODA
Employee Reimb	Elizabeth Kiedalsch	5/3/2018	IM*E0066914	\$ 560.52	Mileage In District / In State
Employee Reimb	Susan Maloney	5/3/2018	IM*E0066915	\$ 185.87	Conference/Meeting Expense - Local
Employee Reimb	Janet Minton	5/3/2018	IM*E0066916	\$ 100.83	Instructional Supplies
Employee Reimb	Lauren Morgan	5/3/2018	IM*E0066917	\$ 55.78	Travel Advances
Employee Reimb	Kimberly Morris	5/3/2018	IM*E0066918	\$ 295.08	Other supplies
Employee Reimb	Mirta Pagnucci	5/3/2018	IM*E0066919	\$ 169.32	Funds Held in Custody of Others
Employee Reimb	Eugene Refakes	5/3/2018	IM*E0066920	\$ 848.43	Travel - Out of State
Employee Reimb	Cynthia Rice	5/3/2018	IM*E0066921	\$ 18.54	Mileage In District / In State
Employee Reimb	Regina Rogers	5/3/2018	IM*E0066922	\$ 50.00	Tuition Reimbursement-CODA
Employee Reimb	Melissa Schertz	5/3/2018	IM*E0066923	\$ 28.30	Mileage In District / In State
Employee Reimb	Jason Sbart	5/3/2018	IM*E0066924	\$ 1,373.37	Travel - Out of State
Employee Reimb	Charles Steele	5/3/2018	IM*E0066925	\$ 1,037.10	Travel - In Dist / In State
Employee Reimb	Diane Szakonyi	5/3/2018	IM*E0066926	\$ 14.18	Mileage In District / In State
Employee Reimb	Shelaine Thacker	5/3/2018	IM*E0066927	\$ 144.88	Travel - In Dist / In State
Employee Reimb	Diana Thielen	5/3/2018	IM*E0066928	\$ 629.78	Conference/Meeting Expense - Local

D. All Disbursements Excluding Payroll
College of DuPage
Community College District No. 502
ACCOUNTS PAYABLE AND PAYROLL REPORT
CASH DISBURSEMENTS
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AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Employee Reimb	Tina Trinidad	5/3/2018	IM*E0066929	\$ 51.25	Other Conference & Meeting Expense
Employee Reimb	Melissa Victor	5/3/2018	IM*E0066930	\$ 1,204.21	Other Conference & Meeting Expense
Employee Reimb	Janelle Walker	5/3/2018	IM*E0066931	\$ 692.90	Tuition Reimbursement-Classified
Employee Reimb	Maureen Waller	5/3/2018	IM*E0066932	\$ 79.57	Mileage In District / In State
Employee Reimb	Yashica Weeks	5/3/2018	IM*E0066933	\$ 66.80	Conference/Meeting Expense - Local
Employee Reimb	Philip Zuber	5/3/2018	IM*E0066934	\$ 29.75	Mileage Out of District/Out of State
Invoice >\$15,000	The Paper Corporation	5/4/2018	IM*E0066935	\$ 20,664.00	Office Supplies
Employee Reimb	James Ludden	5/8/2018	IM*E0066936	\$ 2,200.00	Travel Advances
Invoice >\$15,000	Community College Health Consortium	5/8/2018	IM*E0066937	\$ 1,144,295.52	Medical HD Premiums - April 2018
Invoice >\$15,000	Delta Dental of Illinois	5/8/2018	IM*E0066938	\$ 56,898.95	Dental PPO Premium April 2018
Invoice >\$15,000	Vision Service Plan - (IV)	5/8/2018	IM*E0066939	\$ 15,659.73	Vision Choice Prem May 2018
Invoice <\$15,000	Emma Alcock	5/9/2018	IM*E0066940	\$ 7.63	Mileage In District / In State
Invoice <\$15,000	Paula Cabula	5/9/2018	IM*E0066941	\$ 3,100.00	Other Contractual Services Expense
Invoice <\$15,000	Karen Dickelman	5/9/2018	IM*E0066942	\$ 1,055.00	Other Contractual Services Expense
Invoice <\$15,000	Mark Foss	5/9/2018	IM*E0066943	\$ 110.00	Other Contractual Services Expense
Invoice <\$15,000	Daniel Knapp	5/9/2018	IM*E0066944	\$ 75.00	Consultants Expense
Invoice <\$15,000	Kirk Muspratt	5/9/2018	IM*E0066945	\$ 4,250.00	Other Contractual Services Expense
Invoice <\$15,000	Benjamin Nadel	5/9/2018	IM*E0066946	\$ 1,150.00	Other Contractual Services Expense
Invoice <\$15,000	Ellen Sutton	5/9/2018	IM*E0066947	\$ 1,200.00	Retiree Healthcare Payments
Invoice <\$15,000	W.I.T.S.	5/9/2018	IM*E0066948	\$ 5,874.00	Instructional Service Contracts
Invoice <\$15,000	A Freedom Flag, Company	5/9/2018	IM*E0066949	\$ 116.00	Other Contractual Services Expense
Invoice <\$15,000	Almyra 221, Inc.	5/9/2018	IM*E0066950	\$ 543.75	Other Contractual Services Expense
Invoice <\$15,000	Giovanni Aloj	5/9/2018	IM*E0066951	\$ 600.00	Consultants Expense
Invoice <\$15,000	American Welding & Gas, Inc.	5/8/2018	IM*E0066952	\$ 2,007.50	Instructional Supplies
Invoice <\$15,000	Associated Integrated Supply Chain Solutions	5/9/2018	IM*E0066953	\$ 2,114.60	Maintenance Services Expense
Invoice <\$15,000	B&H Foto & Electronics Corporation	5/8/2018	IM*E0066954	\$ 2,449.01	Instructional Supplies
Invoice <\$15,000	Buffalo Theatre Ensemble Corp.	5/9/2018	IM*E0066955	\$ 915.87	Art Center Deposit Liability
Invoice <\$15,000	Cairs	5/8/2018	IM*E0066956	\$ 5,814.00	Consultants Expense
Invoice <\$15,000	Carolina Biological	5/9/2018	IM*E0066957	\$ 718.20	Instructional Supplies
Invoice <\$15,000	Cassidy Tire Company	5/9/2018	IM*E0066958	\$ 648.00	Maintenance Services Expense
Invoice <\$15,000	Central Poly Corporation	5/9/2018	IM*E0066959	\$ 6,221.00	Maintenance Supplies
Invoice <\$15,000	Central Turf and Irrigation Supply	5/9/2018	IM*E0066960	\$ 209.06	Maintenance Supplies
Invoice <\$15,000	Chicagoland Promotions, Ltd	5/9/2018	IM*E0066961	\$ 150.00	Publications
Invoice <\$15,000	CitizenTech, Inc.	5/9/2018	IM*E0066962	\$ 5,600.75	Advertising Expense
Invoice <\$15,000	Communications Direct Inc.	5/9/2018	IM*E0066963	\$ 79.50	Maintenance Services Expense
Invoice <\$15,000	Computer Discount Warehouse	5/9/2018	IM*E0066964	\$ 5,685.12	Instructional Supplies
Invoice <\$15,000	DAOES	5/9/2018	IM*E0066965	\$ 5,078.46	Rental Facility
Invoice <\$15,000	Delta Dental of Illinois	5/9/2018	IM*E0066966	\$ 2,407.50	Dental DMO Premium April 2018
Invoice <\$15,000	Demco, Inc.	5/9/2018	IM*E0066967	\$ 5,033.34	Non-Capital Equipment
Invoice <\$15,000	Dukane Contract Services, Inc.	5/9/2018	IM*E0066968	\$ 3,300.00	Maintenance Services Expense
Invoice <\$15,000	Edward Don & Company	5/9/2018	IM*E0066969	\$ 225.15	Instructional Supplies
Invoice <\$15,000	Edward Elgar Publishing, Inc.	5/9/2018	IM*E0066970	\$ 154.73	Books and Binding Costs
Invoice <\$15,000	Ellucian	5/9/2018	IM*E0066971	\$ 225.00	Consultants Expense
Invoice <\$15,000	Everfi Inc	5/9/2018	IM*E0066972	\$ 12,890.00	Other Contractual Services Expense
Invoice <\$15,000	Fortune Fish Company	5/9/2018	IM*E0066973	\$ 1,265.37	Instructional Supplies
Invoice <\$15,000	Full Compass Systems, Ltd	5/9/2018	IM*E0066974	\$ 401.00	Non-Capital Equipment
Invoice <\$15,000	Global Equipment Company, Inc.	5/9/2018	IM*E0066975	\$ 647.90	Maintenance Supplies
Invoice <\$15,000	Grainger - Downers Grove	5/9/2018	IM*E0066976	\$ 292.21	Maintenance Services Expense
Invoice <\$15,000	GW Berkheimer Co. Inc.	5/9/2018	IM*E0066977	\$ 750.00	Maintenance Supplies
Invoice <\$15,000	Heritage Wine Cellars, Inc.	5/9/2018	IM*E0066978	\$ 354.65	Instructional Supplies
Invoice <\$15,000	Hilton Lisle/Naperville	5/9/2018	IM*E0066979	\$ 5,140.41	Funds Held in Custody of Others
Invoice <\$15,000	Holstein's Garage	5/9/2018	IM*E0066980	\$ 1,420.00	Maintenance Services Expense
Invoice <\$15,000	Holt Anatomical, Inc.	5/9/2018	IM*E0066981	\$ 1,148.00	Non-Capital Equipment
Invoice <\$15,000	Honeywell International, Inc.	5/9/2018	IM*E0066982	\$ 11,645.58	Facilities Maintenance Service Expense

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Invoice <\$15,000	Human Factor Research Group, Inc.	5/9/2018	IM*E0066983	\$ 6,390.00	Instructional Supplies
Invoice <\$15,000	ICISP- IL Consortium for International Studies and Programs	5/9/2018	IM*E0066984	\$ 2,824.00	International Travel - Field Studies
Invoice <\$15,000	Infinity Transportation Management, LLC	5/9/2018	IM*E0066985	\$ 2,494.50	Other Contractual Services Expense
Invoice <\$15,000	Jameco Electronics	5/9/2018	IM*E0066986	\$ 219.89	Instructional Supplies
Invoice <\$15,000	JBH Technologies, Inc.	5/9/2018	IM*E0066987	\$ 3,534.00	Maintenance Services Expense
Invoice <\$15,000	Krueger International, Inc.	5/9/2018	IM*E0066988	\$ 449.89	Equipment - Office
Invoice <\$15,000	Law Bulletin Publishing Co.	5/9/2018	IM*E0066989	\$ 86.11	Books and Binding Costs
Invoice <\$15,000	Live Repe Call Center, LLC	5/9/2018	IM*E0066990	\$ 42.93	Other Contractual Services Expense
Invoice <\$15,000	Marianna Industries, Inc.	5/9/2018	IM*E0066991	\$ 491.83	Instructional Supplies
Invoice <\$15,000	Marquee Event Group, Inc.	5/9/2018	IM*E0066992	\$ 8,665.74	Other Contractual Services Expense
Invoice <\$15,000	Midway Dental Supply Detroit, LLC	5/9/2018	IM*E0066993	\$ 525.82	Maintenance Services Expense
Invoice <\$15,000	Midway Staffing, Inc.	5/9/2018	IM*E0066994	\$ 9,500.17	Custodial Services
Invoice <\$15,000	Midwest Imports	5/9/2018	IM*E0066995	\$ 3,070.77	Instructional Supplies
Invoice <\$15,000	Midwest Promotional Group	5/9/2018	IM*E0066996	\$ 281.20	Advertising Expense
Invoice <\$15,000	Mouser Electronics	5/9/2018	IM*E0066997	\$ 120.63	Instructional Supplies
Invoice <\$15,000	NAPA Auto Parts - Glen Elyln	5/9/2018	IM*E0066998	\$ 235.20	Instructional Supplies
Invoice <\$15,000	Navia Benefit Solutions	5/9/2018	IM*E0066999	\$ 1,943.25	HSA Admin Fees
Invoice <\$15,000	New Liberty Popcorn, LLC	5/9/2018	IM*E0067000	\$ 490.00	Purchase for Resale
Invoice <\$15,000	North American	5/9/2018	IM*E0067001	\$ 2,804.73	Maintenance Supplies
Invoice <\$15,000	Paddock Publications	5/9/2018	IM*E0067002	\$ 92.00	Instructional Supplies
Invoice <\$15,000	Patterson Dental	5/9/2018	IM*E0067003	\$ 423.70	Instructional Supplies
Invoice <\$15,000	Petroleum Technologies Equipment	5/9/2018	IM*E0067004	\$ 195.00	Maintenance Services Expense
Invoice <\$15,000	Pizzo Native Plant Nursery, LLC	5/9/2018	IM*E0067005	\$ 639.65	Other Materials & Supplies Expense
Invoice <\$15,000	Pro Education Solutions Inc.	5/9/2018	IM*E0067006	\$ 2,380.00	Other Contractual Services Expense
Invoice <\$15,000	Ray O'Herron Co., Inc.	5/9/2018	IM*E0067007	\$ 375.00	Instructional Supplies
Invoice <\$15,000	Record-A-Hit, Inc.	5/9/2018	IM*E0067008	\$ 1,500.00	Other Contractual Services Expense
Invoice <\$15,000	Roy Houff Company, LLC	5/9/2018	IM*E0067009	\$ 202.50	Instructional Supplies
Invoice <\$15,000	School Specialty, Inc.	5/9/2018	IM*E0067010	\$ 7,450.00	Instructional Supplies
Invoice <\$15,000	Smithereen Pest Management	5/9/2018	IM*E0067011	\$ 810.00	Custodial Services
Invoice <\$15,000	Snap-on, Inc.	5/9/2018	IM*E0067012	\$ 1,170.00	Instructional Supplies
Invoice <\$15,000	Stivers Staffing Services	5/9/2018	IM*E0067013	\$ 1,856.31	Other Contractual Services Expense
Invoice <\$15,000	Sysco Food Service	5/9/2018	IM*E0067014	\$ 573.17	Other Materials & Supplies Expense
Invoice <\$15,000	Tri-Star Mechanical Services, Inc.	5/9/2018	IM*E0067015	\$ 2,593.75	Other Contractual Services Expense
Invoice <\$15,000	Vernier Software	5/9/2018	IM*E0067016	\$ 689.80	Instructional Supplies
Invoice <\$15,000	Vid Tech Audio Visual, Inc.	5/9/2018	IM*E0067017	\$ 572.00	Other Conference & Meeting Expense
Invoice <\$15,000	Village of Westmont	5/9/2018	IM*E0067018	\$ 99.14	Water - Sewage Expense
Invoice <\$15,000	Warehouse Direct, Inc.	5/9/2018	IM*E0067019	\$ 5,795.27	Maintenance Supplies
Invoice <\$15,000	Wheaton Mulch, Inc.	5/9/2018	IM*E0067020	\$ 1,237.50	Maintenance Supplies
Invoice <\$15,000	Winning Streak, Inc.	5/9/2018	IM*E0067021	\$ 4,459.34	Other Materials & Supplies Expense
Invoice >\$15,000	Touchnet Information Systems, Inc.	5/9/2018	IM*E0067022	\$ 21,902.04	IT Maintenance Services
Employee Reimb	Bryan Blinstrup	5/10/2018	IM*E0067023	\$ 13.08	Mileage in District / In State
Employee Reimb	Mia Boyd	5/10/2018	IM*E0067024	\$ 220.00	Tuition Reimbursement-Faculty
Employee Reimb	Brian Caputo	5/10/2018	IM*E0067025	\$ 1,438.71	Travel - Out of State
Employee Reimb	Erin Cetera	5/10/2018	IM*E0067027	\$ 42.93	Other Materials & Supplies Expense
Employee Reimb	Ami Chambers	5/10/2018	IM*E0067028	\$ 1,245.39	Conference/Meeting Expense - Local
Employee Reimb	Tony Chen	5/10/2018	IM*E0067029	\$ 880.45	Travel - Out of State
Employee Reimb	Kayla Chepyator	5/10/2018	IM*E0067030	\$ 27.95	Other Conference & Meeting Expense
Employee Reimb	Barbara Coe	5/10/2018	IM*E0067031	\$ 70.00	Dues - Faculty
Employee Reimb	Michael Conwood	5/10/2018	IM*E0067032	\$ 4.36	Mileage in District / In State
Employee Reimb	Mauro Crestani	5/10/2018	IM*E0067033	\$ 230.00	Other Conference & Meeting Expense
Employee Reimb	Theodore Darden	5/10/2018	IM*E0067034	\$ 1,850.00	Tuition Reimbursement-Faculty
Employee Reimb	Barbara DiMonte	5/10/2018	IM*E0067035	\$ 884.92	Travel - Out of State
Employee Reimb	Joan Dipiero	5/10/2018	IM*E0067036	\$ 76.48	Other supplies
Employee Reimb	Larinda Dixon	5/10/2018	IM*E0067037	\$ 225.67	Mileage in District / In State

D. All Disbursements Excluding Payroll
College of DuPage
Community College District No. 502
ACCOUNTS PAYABLE AND PAYROLL REPORT
CASH DISBURSEMENTS
May 31, 2018

CHECKS ISSUED DURING ACCOUNTING MONTH - May 2018

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AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Employee Reimb	Kerri Doherty	5/10/2018	IM*E0067038	\$ 1,154.10	Travel - Out of State
Employee Reimb	Earl Dowling	5/10/2018	IM*E0067039	\$ 103.00	Mileage In District / In State
Employee Reimb	Gilbert Egge	5/10/2018	IM*E0067040	\$ 65.00	Dues
Employee Reimb	Jamie Fredericks	5/10/2018	IM*E0067041	\$ 126.70	Instructional Supplies
Employee Reimb	Lisa Haegels	5/10/2018	IM*E0067042	\$ 101.91	Mileage In District / In State
Employee Reimb	Debra Hasse	5/10/2018	IM*E0067043	\$ 249.70	Mileage In District / In State
Employee Reimb	Joseph Hopper	5/10/2018	IM*E0067044	\$ 269.91	Conference/Meeting Expense - Local
Employee Reimb	Debra Jeffay	5/10/2018	IM*E0067045	\$ 20.47	Conference/Meeting Expense - Local
Employee Reimb	Jamie Jesk	5/10/2018	IM*E0067046	\$ 1,800.00	Tuition Reimbursement-Classified
Employee Reimb	Carla Johnson	5/10/2018	IM*E0067047	\$ 345.00	Tuition Reimbursement-Faculty
Employee Reimb	Jeanette Joy	5/10/2018	IM*E0067048	\$ 115.91	Travel - In Dist / In State
Employee Reimb	Kathleen Kasprzyk Szetela	5/10/2018	IM*E0067049	\$ 1,265.08	Travel - Out of State
Employee Reimb	Nancy Keller	5/10/2018	IM*E0067050	\$ 58.17	Mileage In District / In State
Employee Reimb	James Kostecki	5/10/2018	IM*E0067051	\$ 765.51	Travel - Out of State
Employee Reimb	Krystina LaSorsa	5/10/2018	IM*E0067052	\$ 22.35	Mileage In District / In State
Employee Reimb	Shawn Maisch	5/10/2018	IM*E0067053	\$ 65.40	Mileage In District / In State
Employee Reimb	Diana Martinez	5/10/2018	IM*E0067054	\$ 247.89	Purchase for Resale
Employee Reimb	Paolo Mazza	5/10/2018	IM*E0067055	\$ 29.28	Office Supplies
Employee Reimb	Melissa McKirdie	5/10/2018	IM*E0067056	\$ 160.00	Dues - Faculty
Employee Reimb	Peter Mumford	5/10/2018	IM*E0067057	\$ 132.05	Mileage In District / In State
Employee Reimb	James Nocera	5/10/2018	IM*E0067058	\$ 99.99	Audio/Visual Materials
Employee Reimb	Jeffrey Papp	5/10/2018	IM*E0067059	\$ 97.57	Mileage In District / In State
Employee Reimb	John Paris	5/10/2018	IM*E0067060	\$ 335.78	Other Conference & Meeting Expense
Employee Reimb	Mark Pearson	5/10/2018	IM*E0067061	\$ 160.23	Mileage In District / In State
Employee Reimb	Maira Shultz	5/10/2018	IM*E0067062	\$ 112.51	Conference/Meeting Expense - Local
Invoice <\$15,000	College of Dupage Foundation	5/10/2018	IM*E0067063	\$ 1,618.46	Charitable Contributions
Invoice <\$15,000	College of Dupage-CODAA	5/10/2018	IM*E0067064	\$ 15.00	Professional Dues
Invoice <\$15,000	Illinois Fraternal Order of Police	5/10/2018	IM*E0067065	\$ 357.30	Professional Dues
Invoice <\$15,000	Illinois Education Association	5/10/2018	IM*E0067066	\$ 188.75	Professional Dues
Invoice <\$15,000	Navia Benefit Solutions	5/10/2018	IM*E0067067	\$ 11,126.37	Flexible Spending Accounts
Invoice >\$15,000	DuPage Credit Union	5/10/2018	IM*E0067068	\$ 28,938.89	Credit Union
Invoice >\$15,000	SURS-State University Retirement System	5/10/2018	IM*E0067069	\$ 399,035.10	Employee Retirement Contributions
Invoice >\$15,000	Valic Retirement Services	5/10/2018	IM*E0067070	\$ 143,350.88	Annuities
Invoice >\$15,000	DAOES	5/10/2018	IM*E0067071	\$ 499,342.00	Funds Held in Custody of Others
Invoice >\$15,000	Commercial Alarm Systems	5/11/2018	IM*E0067072	\$ 20,500.00	Facilities Maintenance Service Expense
Invoice >\$15,000	CPP Inc.	5/11/2018	IM*E0067073	\$ 15,702.36	Instructional Service Contracts
Invoice >\$15,000	Legat Architects	5/11/2018	IM*E0067074	\$ 26,398.80	Architectural Services Expense
Invoice >\$15,000	Vortex Commercial Flooring, Inc.	5/11/2018	IM*E0067075	\$ 24,890.00	Other Contractual Services Expense
Invoice <\$15,000	Duggan Bertsch, LLC	5/11/2018	IM*E0067076	\$ 12,252.50	Legal Services Expense
Invoice <\$15,000	Schuyler Roche & Crisam PC	5/11/2018	IM*E0067077	\$ 1,320.00	Legal Services Expense
Employee Reimb	Donna Gillespie	5/15/2018	IM*E0067078	\$ 1,500.00	Travel Advances
Invoice <\$15,000	Michael Dumus	5/16/2018	IM*E0067079	\$ 200.00	Consultants Expense
Invoice <\$15,000	Mark Foss	5/16/2018	IM*E0067080	\$ 275.00	Other Contractual Services Expense
Invoice <\$15,000	Gregory Goddall	5/16/2018	IM*E0067081	\$ 200.00	Consultants Expense
Invoice <\$15,000	Dessislava Nenova	5/16/2018	IM*E0067083	\$ 250.00	Consultants Expense
Invoice <\$15,000	Press Photography Network	5/16/2018	IM*E0067084	\$ 1,875.00	Other Contractual Services Expense
Invoice <\$15,000	AIMPRINT, Inc.	5/16/2018	IM*E0067085	\$ 9,657.87	Instructional Supplies
Invoice <\$15,000	ACT, Inc.	5/16/2018	IM*E0067086	\$ 180.00	Instructional Service Contracts
Invoice <\$15,000	Arbor Scientific	5/16/2018	IM*E0067087	\$ 87.05	Instructional Supplies
Invoice <\$15,000	B&H Foto & Electronics Corporation	5/16/2018	IM*E0067089	\$ 9,218.00	Audio/Visual Materials
Invoice <\$15,000	Bailey Edward Design, Inc.	5/16/2018	IM*E0067090	\$ 2,750.00	Architectural Services Expense
Invoice <\$15,000	Binny's Beverage Depot	5/16/2018	IM*E0067091	\$ 178.10	Instructional Supplies
Invoice <\$15,000	Buffalo Theatre Ensemble Corp.	5/16/2018	IM*E0067092	\$ 1,453.15	Art Center Deposit Liability
Invoice <\$15,000	BWM Global, Inc.	5/16/2018	IM*E0067093	\$ 1,914.00	Other Conference & Meeting Expense

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College of DuPage
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AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	Carol Fox & Associates	5/16/2018	IM*E0067094	\$ 13,035.00	Advertising Expense
Invoice <\$15,000	Carrillo Photo	5/16/2018	IM*E0067095	\$ 3,900.00	Other Contractual Services Expense
Invoice <\$15,000	Casco Bay LLC	5/16/2018	IM*E0067096	\$ 2,610.00	Other Conference & Meeting Expense
Invoice <\$15,000	Central Poly Corporation	5/16/2018	IM*E0067097	\$ 1,640.00	Maintenance Supplies
Invoice <\$15,000	Chemcraft Industries	5/16/2018	IM*E0067098	\$ 6,142.00	Equipment - Service
Invoice <\$15,000	Chicagoland Beverage Company	5/16/2018	IM*E0067099	\$ 314.44	Instructional Supplies
Invoice <\$15,000	Clarus Corporation	5/16/2018	IM*E0067100	\$ 909.10	Advertising Expense
Invoice <\$15,000	Computer Discount Warehouse	5/16/2018	IM*E0067101	\$ 323.19	Other Materials & Supplies Expense
Invoice <\$15,000	Creekside Printing	5/16/2018	IM*E0067102	\$ 2,200.00	Printing Expense
Invoice <\$15,000	DML Solutions, Inc.	5/16/2018	IM*E0067103	\$ 3,395.75	Advertising Expense
Invoice <\$15,000	Dreisilker Electrical Motors	5/16/2018	IM*E0067104	\$ 144.58	Maintenance Supplies
Invoice <\$15,000	Edward Don & Company	5/16/2018	IM*E0067105	\$ 1,239.28	Instructional Supplies
Invoice <\$15,000	Enercon, LtdyGrumman Butkus Associates	5/16/2018	IM*E0067106	\$ 3,700.00	Other Contractual Services Expense
Invoice <\$15,000	Fermi Research Alliance, LLC	5/16/2018	IM*E0067107	\$ 11,000.00	Other Expenditure
Invoice <\$15,000	Fortune Fish Company	5/16/2018	IM*E0067108	\$ 1,138.14	Instructional Supplies
Invoice <\$15,000	Fox Valley Fire & Safety Company, Inc.	5/16/2018	IM*E0067109	\$ 2,484.00	Maintenance Supplies
Invoice <\$15,000	Full Compass Systems, Ltd	5/16/2018	IM*E0067110	\$ 1,265.12	Audio/Visual Materials
Invoice <\$15,000	Greenhaven Publishing, Llc	5/16/2018	IM*E0067111	\$ 42.02	Books and Binding Costs
Invoice <\$15,000	Hilton Lisle/Naperville	5/16/2018	IM*E0067112	\$ 843.60	Conference/Meeting Expense - Local
Invoice <\$15,000	Holstein's Garage	5/16/2018	IM*E0067113	\$ 309.00	Maintenance Services Expense
Invoice <\$15,000	i Have Bean	5/16/2018	IM*E0067114	\$ 159.30	Purchase for Resale
Invoice <\$15,000	Infinity Transportation Management, LLC	5/16/2018	IM*E0067115	\$ 2,177.00	Other Contractual Services Expense
Invoice <\$15,000	Intersection Media Holdings, Inc.	5/16/2018	IM*E0067116	\$ 3,471.19	Advertising Expense
Invoice <\$15,000	Jameco Electronics	5/16/2018	IM*E0067117	\$ 144.21	Instructional Supplies
Invoice <\$15,000	JEM Medical, Inc	5/16/2018	IM*E0067118	\$ 90.00	Instructional Service Contracts
Invoice <\$15,000	Jordan Health Products II	5/16/2018	IM*E0067119	\$ 1,142.50	Instructional Supplies
Invoice <\$15,000	Len's Ace Hardware, Inc.	5/16/2018	IM*E0067120	\$ 216.84	Other supplies
Invoice <\$15,000	The Lock Pros, Inc.	5/16/2018	IM*E0067121	\$ 195.00	Maintenance Services Expense
Invoice <\$15,000	Midway Staffing, Inc.	5/16/2018	IM*E0067122	\$ 9,291.45	Custodial Services
Invoice <\$15,000	Midwest Imports	5/16/2018	IM*E0067123	\$ 211.60	Instructional Supplies
Invoice <\$15,000	Midwest Promotional Group	5/16/2018	IM*E0067124	\$ 92.76	Advertising Expense
Invoice <\$15,000	Motorola Solutions	5/16/2018	IM*E0067125	\$ 2,448.00	Other Contractual Services Expense
Invoice <\$15,000	National Public Radio	5/16/2018	IM*E0067126	\$ 6,562.50	Other Contractual Services Expense
Invoice <\$15,000	The National Collegiate Honors	5/16/2018	IM*E0067127	\$ 600.00	Dues
Invoice <\$15,000	OEI Products	5/16/2018	IM*E0067128	\$ 840.75	Other Materials & Supplies Expense
Invoice <\$15,000	Paddock Publications	5/16/2018	IM*E0067129	\$ 3,929.67	Advertising Expense
Invoice <\$15,000	Patterson Dental	5/16/2018	IM*E0067130	\$ 336.16	Instructional Supplies
Invoice <\$15,000	Peerless Enterprises, Inc.	5/16/2018	IM*E0067131	\$ 175.00	Facilities Maintenance Service Expense
Invoice <\$15,000	Pocket Nurse	5/16/2018	IM*E0067132	\$ 1,067.21	Instructional Supplies
Invoice <\$15,000	Prairie Moon Nursery	5/16/2018	IM*E0067133	\$ 416.78	Other Materials & Supplies Expense
Invoice <\$15,000	Progressive Microtechnology, Inc.	5/16/2018	IM*E0067134	\$ 495.00	Other Contractual Services Expense
Invoice <\$15,000	Radio Aids, Inc.	5/16/2018	IM*E0067135	\$ 18.00	Other Contractual Services Expense
Invoice <\$15,000	Reinders, Inc.	5/16/2018	IM*E0067136	\$ 398.91	Maintenance Supplies
Invoice <\$15,000	Resources Connection, Inc.	5/16/2018	IM*E0067137	\$ 3,820.00	Consultants Expense
Invoice <\$15,000	Scope Shoppe, Inc.	5/16/2018	IM*E0067138	\$ 740.00	Instructional Supplies
Invoice <\$15,000	Scrubs Etc. Inc.	5/16/2018	IM*E0067139	\$ 58.80	Instructional Supplies
Invoice <\$15,000	Senseney Music	5/16/2018	IM*E0067140	\$ 18.00	Instructional Supplies
Invoice <\$15,000	Signature Cleaners of University Commons	5/16/2018	IM*E0067141	\$ 504.00	Other Contractual Services Expense
Invoice <\$15,000	Snap Surveys NH., Inc.	5/16/2018	IM*E0067142	\$ 2,896.25	Computer Software
Invoice <\$15,000	Southside Control Supply Company	5/16/2018	IM*E0067143	\$ 117.35	Maintenance Supplies
Invoice <\$15,000	Stan A. Huber Consultants	5/16/2018	IM*E0067144	\$ 100.00	Maintenance Services Expense
Invoice <\$15,000	Stevens & Tate, Inc.	5/16/2018	IM*E0067145	\$ 50.00	Other Contractual Services Expense
Invoice <\$15,000	Stivers Staffing Services	5/16/2018	IM*E0067146	\$ 121.60	Other Contractual Services Expense
Invoice <\$15,000	StreamGuys, Inc	5/16/2018	IM*E0067147	\$ 1,056.00	Other Contractual Services Expense

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Invoice <\$15,000	Supreme Lobster, Seafood	5/16/2018	IM*E0067148	\$ 110.80	Instructional Supplies
Invoice <\$15,000	Taylor Visual Group	5/16/2018	IM*E0067149	\$ 4,711.17	Advertising Expense
Invoice <\$15,000	Testa Produce, Inc.	5/16/2018	IM*E0067150	\$ 2,327.41	Instructional Supplies
Invoice <\$15,000	Tree Towns Repro Service	5/16/2018	IM*E0067151	\$ 392.92	Office Supplies
Invoice <\$15,000	Tribune Media Group	5/16/2018	IM*E0067152	\$ 5,418.72	Advertising Expense
Invoice <\$15,000	Trophies by George	5/16/2018	IM*E0067153	\$ 544.00	Other Contractual Services Expense
Invoice <\$15,000	U.S. Food Service	5/16/2018	IM*E0067154	\$ 2,115.28	Instructional Supplies
Invoice <\$15,000	Uline	5/16/2018	IM*E0067155	\$ 54.63	Non-Capital Equipment
Invoice <\$15,000	Value Management Resources, Inc.	5/16/2018	IM*E0067156	\$ 450.00	Other Contractual Services Expense
Invoice <\$15,000	Vancorp Crating, LLC	5/16/2018	IM*E0067157	\$ 2,630.28	Instructional Supplies
Invoice <\$15,000	Village of Glen Ellyn, Illinois	5/16/2018	IM*E0067158	\$ 4,110.10	Equipment - Office
Invoice <\$15,000	W. Nuhsbaum, Inc.	5/16/2018	IM*E0067159	\$ 13,984.20	Instructional Supplies
Invoice <\$15,000	Warehouse Direct, Inc.	5/16/2018	IM*E0067160	\$ 3,457.73	Maintenance Supplies
Invoice <\$15,000	West Payment Center	5/16/2018	IM*E0067161	\$ 2,691.00	Books and Binding Costs
Invoice <\$15,000	West Publishing Corporation	5/16/2018	IM*E0067162	\$ 411.74	Publications
Invoice <\$15,000	WideOpenWest IL, LLC	5/16/2018	IM*E0067163	\$ 439.33	Other Contractual Services Expense
Employee Reimb	Paul Sirvatka	5/16/2018	IM*E0067165	\$ 9,000.00	Travel Advances
Employee Reimb	Mara Baker	5/17/2018	IM*E0067166	\$ 860.00	Tuition Reimbursement-Faculty
Employee Reimb	Scott Banjevic	5/17/2018	IM*E0067167	\$ 1,850.00	Tuition Reimbursement-Faculty
Employee Reimb	Naomi Barr	5/17/2018	IM*E0067168	\$ 332.09	Tuition Reimbursement-Classified
Employee Reimb	James Bante	5/17/2018	IM*E0067169	\$ 36.00	Travel - In Dist / In State
Employee Reimb	Bryan Blinstrup	5/17/2018	IM*E0067170	\$ 13.08	Mileage In District / In State
Employee Reimb	Sarah Born	5/17/2018	IM*E0067171	\$ 435.20	Funds Held In Custody of Others
Employee Reimb	Brian Brems	5/17/2018	IM*E0067172	\$ 1,005.42	Travel - Out of State
Employee Reimb	Rebecca Brown	5/17/2018	IM*E0067173	\$ 62.94	Office Supplies
Employee Reimb	Brian Caputo	5/17/2018	IM*E0067174	\$ 789.92	Travel - Out of State
Employee Reimb	Thomas Carter	5/17/2018	IM*E0067175	\$ 472.25	Instructional Supplies
Employee Reimb	Jennifer Charles	5/17/2018	IM*E0067176	\$ 49.00	Tuition Reimbursement-Classified
Employee Reimb	Jennifer Chiavola	5/17/2018	IM*E0067177	\$ 20.04	Mileage In District / In State
Employee Reimb	Brian Clement	5/17/2018	IM*E0067178	\$ 41.18	Instructional Supplies
Employee Reimb	Mark Collins	5/17/2018	IM*E0067179	\$ 1,432.40	Travel - Out of State
Employee Reimb	Michael Conwood	5/17/2018	IM*E0067180	\$ 4.36	Mileage In District / In State
Employee Reimb	Earl Dowling	5/17/2018	IM*E0067181	\$ 1,625.40	Conference/Meeting Expense - Local
Employee Reimb	Jennifer Duda	5/17/2018	IM*E0067182	\$ 325.00	Dues - Classified
Employee Reimb	Jamie Fredericks	5/17/2018	IM*E0067183	\$ 27.16	Instructional Supplies
Employee Reimb	Anna Gay	5/17/2018	IM*E0067184	\$ 482.10	Instructional Supplies
Employee Reimb	Elizabeth Gomez de la Casa	5/17/2018	IM*E0067185	\$ 76.85	Mileage In District / In State
Employee Reimb	Rita Haake	5/17/2018	IM*E0067186	\$ 21.75	Travel - In Dist / In State
Employee Reimb	Justin Hardee	5/17/2018	IM*E0067187	\$ 189.67	Mileage In District / In State
Employee Reimb	Amy Hull	5/17/2018	IM*E0067188	\$ 75.00	Dues - Classified
Employee Reimb	Richard Jarman	5/17/2018	IM*E0067189	\$ 201.00	Dues - Faculty
Employee Reimb	Ashley Jarrell	5/17/2018	IM*E0067190	\$ 26.71	Mileage In District / In State
Employee Reimb	Laurette Jorgensen	5/17/2018	IM*E0067191	\$ 248.45	Conference/Meeting Expense - Local
Employee Reimb	Donna Kanak	5/17/2018	IM*E0067192	\$ 42.99	Tuition Reimbursement-Faculty
Employee Reimb	Elizabeth Kiedaisch	5/17/2018	IM*E0067193	\$ 65.00	Dues - Faculty
Employee Reimb	Jane Kielb	5/17/2018	IM*E0067194	\$ 409.65	Instructional Supplies
Employee Reimb	Brian Kleemann	5/17/2018	IM*E0067195	\$ 325.00	Dues - Classified
Employee Reimb	David Kramer	5/17/2018	IM*E0067196	\$ 134.31	Instructional Supplies
Employee Reimb	Karen Kuhn	5/17/2018	IM*E0067197	\$ 510.00	Dues - Administrators
Employee Reimb	Susan Landers	5/17/2018	IM*E0067198	\$ 1,632.78	Other Conference & Meeting Expense
Employee Reimb	Michael Maddox	5/17/2018	IM*E0067199	\$ 192.16	Instructional Supplies
Employee Reimb	Anna Marzullo	5/17/2018	IM*E0067200	\$ 104.11	Mileage In District / In State
Employee Reimb	Maren McKellin	5/17/2018	IM*E0067201	\$ 1,192.73	Travel - Out of State
Employee Reimb	Michael McKissack	5/17/2018	IM*E0067202	\$ 325.00	Dues - Classified

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May 31, 2018

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AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Employee Reimb	Adela Meitz	5/17/2018	IM*E0067203	\$ 26.16	Other Conference & Meeting Expense
Employee Reimb	Joanne Mitrenga	5/17/2018	IM*E0067204	\$ 47.43	Other Conference & Meeting Expense
Employee Reimb	Thomas Murray	5/17/2018	IM*E0067205	\$ 60.94	Purchase for Resale
Employee Reimb	David Ouellette	5/17/2018	IM*E0067206	\$ 860.00	Tuition Reimbursement-Faculty
Employee Reimb	Kirk Overstreet	5/17/2018	IM*E0067207	\$ 1,495.64	Travel - Out of State
Employee Reimb	Thomas Pawl	5/17/2018	IM*E0067208	\$ 1,170.00	Tuition Reimbursement-Faculty
Employee Reimb	Thomas Robertson	5/17/2018	IM*E0067209	\$ 967.74	Instructional Supplies
Employee Reimb	Sharon Roschay	5/17/2018	IM*E0067210	\$ 268.85	Mileage In District / In State
Employee Reimb	Jane Schubert	5/17/2018	IM*E0067211	\$ 110.71	Mileage In District / In State
Employee Reimb	Kathleen Smid	5/17/2018	IM*E0067212	\$ 65.06	Mileage In District / In State
Employee Reimb	Carol Sturz	5/17/2018	IM*E0067213	\$ 10.90	Mileage In District / In State
Employee Reimb	Shelaine Thacker	5/17/2018	IM*E0067214	\$ 91.57	Mileage In District / In State
Employee Reimb	Ms Katherine Thompson	5/17/2018	IM*E0067215	\$ 1,294.56	Travel - Out of State
Employee Reimb	Sara Troyer	5/17/2018	IM*E0067216	\$ 26.61	Travel - In Dist / In State
Employee Reimb	David Virgilio	5/17/2018	IM*E0067217	\$ 320.00	Dues - Classified
Employee Reimb	Gina Wheatley	5/17/2018	IM*E0067218	\$ 79.00	Tuition Reimbursement-Classified
Employee Reimb	Justin Witte	5/17/2018	IM*E0067219	\$ 277.33	Other supplies
Employee Reimb	Jacqueline Weaver	5/17/2018	IM*E0067220	\$ 1,948.05	Travel Advances
Employee Reimb	Jeanette Joy	5/18/2018	IM*E0067221	\$ 10,750.00	Travel Advances
Employee Reimb	Marco Benassi	5/21/2018	IM*E0067222	\$ 2,800.00	Travel Advances
Employee Reimb	Elizabeth Mares	5/21/2018	IM*E0067223	\$ 8,300.00	Travel Advances
Employee Reimb	Miglena Nikolova	5/21/2018	IM*E0067224	\$ 1,260.00	Travel Advances
Employee Reimb	Mirta Pagnucci	5/21/2018	IM*E0067225	\$ 4,913.43	Travel Advances
Employee Reimb	John Paris	5/21/2018	IM*E0067226	\$ 540.00	Travel Advances
Employee Reimb	Barbel Thoens-Maaghath	5/21/2018	IM*E0067227	\$ 3,000.00	Travel Advances
Invoice <\$15,000	Mark Foss	5/23/2018	IM*E0067228	\$ 320.50	Other Contractual Services Expense
Invoice <\$15,000	Press Photography Network	5/23/2018	IM*E0067229	\$ 5,937.50	Other Contractual Services Expense
Invoice <\$15,000	4IMPRINT, Inc.	5/23/2018	IM*E0067230	\$ 1,385.20	Instructional Supplies
Invoice <\$15,000	Arbor Scientific	5/23/2018	IM*E0067231	\$ 189.85	Instructional Supplies
Invoice <\$15,000	Assistance League of Chicagoland West	5/23/2018	IM*E0067232	\$ 1,000.00	Agency Scholarships
Invoice <\$15,000	Athletico Management Llc	5/23/2018	IM*E0067233	\$ 9,827.26	Other Contractual Services Expense
Invoice <\$15,000	B&H Foto & Electronics Corporation	5/23/2018	IM*E0067234	\$ 3,777.89	Non-Capital Equipment
Invoice <\$15,000	B.E. Publishing	5/23/2018	IM*E0067235	\$ 528.40	Instructional Supplies
Invoice <\$15,000	Brown Industries, Inc	5/23/2018	IM*E0067236	\$ 242.99	Instructional Supplies
Invoice <\$15,000	Buffalo Theatre Ensemble Corp.	5/23/2018	IM*E0067237	\$ 2,049.97	Art Center Deposit Liability
Invoice <\$15,000	Carlson Paint & Glass	5/23/2018	IM*E0067238	\$ 85.30	Maintenance Supplies
Invoice <\$15,000	Carolina Biological	5/23/2018	IM*E0067239	\$ 2,953.50	Instructional Supplies
Invoice <\$15,000	Carrillo Photo	5/23/2018	IM*E0067240	\$ 850.00	Other Contractual Services Expense
Invoice <\$15,000	Chicago Public Media Inc.	5/23/2018	IM*E0067241	\$ 4,418.25	Advertising Expense
Invoice <\$15,000	Comiskey Research, INC	5/23/2018	IM*E0067242	\$ 11,000.00	Consultants Expense
Invoice <\$15,000	Computer Discount Warehouse	5/23/2018	IM*E0067243	\$ 1,089.87	Non-Capital Equipment
Invoice <\$15,000	EBSCO Information Services	5/23/2018	IM*E0067244	\$ 21.26	Publications
Invoice <\$15,000	ELFCD	5/23/2018	IM*E0067245	\$ 214.68	Instructional Supplies
Invoice <\$15,000	Full Compass Systems, Ltd	5/23/2018	IM*E0067246	\$ 6,649.00	Equipment - Instructional
Invoice <\$15,000	Grainger - Downers Grove	5/23/2018	IM*E0067247	\$ 604.47	Office Supplies
Invoice <\$15,000	Harland Clarke Corporation	5/23/2018	IM*E0067248	\$ 2,931.00	Other Contractual Services Expense
Invoice <\$15,000	HB Direct.com	5/23/2018	IM*E0067249	\$ 184.70	Books and Binding Costs
Invoice <\$15,000	Hilton Lisle/Naperville	5/23/2018	IM*E0067250	\$ 1,475.30	Conference/Meeting Expense - Local
Invoice <\$15,000	Infinity Transportation Management, LLC	5/23/2018	IM*E0067251	\$ 3,879.00	Other Contractual Services Expense
Invoice <\$15,000	Interline Brands, Inc.	5/23/2018	IM*E0067252	\$ 2,181.91	Maintenance Supplies
Invoice <\$15,000	Kaesser & Blair, Inc.	5/23/2018	IM*E0067253	\$ 1,819.83	Conference/Meeting Expense - Local
Invoice <\$15,000	Kanopy, LLC	5/23/2018	IM*E0067254	\$ 6,000.00	Publications
Invoice <\$15,000	Kilgore International	5/23/2018	IM*E0067255	\$ 182.00	Instructional Supplies
Invoice <\$15,000	Krueger International, Inc.	5/23/2018	IM*E0067256	\$ 402.96	Building Remodeling Expense

D. All Disbursements Excluding Payroll
 College of DuPage
 Community College District No. 502
ACCOUNTS PAYABLE AND PAYROLL REPORT
CASH DISBURSEMENTS
 May 31, 2018

CHECKS ISSUED DURING ACCOUNTING MONTH - May 2018

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AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	Legat Architects	5/23/2018	IM*E0067257	\$ 879.96	Architectural Services Expense
Invoice <\$15,000	Marquee Event Group, Inc.	5/23/2018	IM*E0067258	\$ 96.93	Other Contractual Services Expense
Invoice <\$15,000	Midway Staffing, Inc.	5/23/2018	IM*E0067259	\$ 10,582.09	Custodial Services
Invoice <\$15,000	Monoprice, Inc.	5/23/2018	IM*E0067260	\$ 374.21	Non-Capital Equipment
Invoice <\$15,000	NAPA Auto Parts - Glen Ellyn	5/23/2018	IM*E0067261	\$ 49.62	Instructional Supplies
Invoice <\$15,000	NAPCO Steel	5/23/2018	IM*E0067262	\$ 515.20	Instructional Supplies
Invoice <\$15,000	Neuco	5/23/2018	IM*E0067263	\$ 101.09	Maintenance Supplies
Invoice <\$15,000	Northern Illinois Backflow	5/23/2018	IM*E0067264	\$ 176.00	Other Contractual Services Expense
Invoice <\$15,000	Packey Webb Ford	5/23/2018	IM*E0067265	\$ 785.23	Vehicle Supplies
Invoice <\$15,000	Paddock Publications	5/23/2018	IM*E0067266	\$ 757.00	Publications
Invoice <\$15,000	Patterson Dental	5/23/2018	IM*E0067267	\$ 17.77	Instructional Supplies
Invoice <\$15,000	Perkins + Will, Inc.	5/23/2018	IM*E0067268	\$ 3,565.63	Building Remodeling Expense
Invoice <\$15,000	Pocket Nurse	5/23/2018	IM*E0067269	\$ 415.54	Instructional Supplies
Invoice <\$15,000	Precision Gage Company	5/23/2018	IM*E0067270	\$ 482.72	Publications
Invoice <\$15,000	Proquest, LLC	5/23/2018	IM*E0067271	\$ 1,500.00	Other Contractual Services Expense
Invoice <\$15,000	Quik Impressions Group, Inc.	5/23/2018	IM*E0067272	\$ 1,297.00	Printing Expense
Invoice <\$15,000	REI	5/23/2018	IM*E0067273	\$ 1,292.50	Travel - Out of State
Invoice <\$15,000	Resources Connection, Inc.	5/23/2018	IM*E0067274	\$ 3,700.00	Consultants Expense
Invoice <\$15,000	Riverside Technologies, Inc.	5/23/2018	IM*E0067275	\$ 139.00	Instructional Supplies
Invoice <\$15,000	Rma Supply	5/23/2018	IM*E0067276	\$ 3,521.56	Equipment - Instructional
Invoice <\$15,000	Ross Electric	5/23/2018	IM*E0067277	\$ 1,300.00	Other Contractual Services Expense
Invoice <\$15,000	Roy Houff Company, LLC	5/23/2018	IM*E0067278	\$ 245.50	Instructional Supplies
Invoice <\$15,000	Scholar Buys	5/23/2018	IM*E0067279	\$ 13,155.00	Computer Software
Invoice <\$15,000	Service Sanitation, Inc.	5/23/2018	IM*E0067280	\$ 77.00	Other Conference & Meeting Expense
Invoice <\$15,000	Smithereen Pest Management	5/23/2018	IM*E0067281	\$ 350.00	Custodial Services
Invoice <\$15,000	Snap-on, Inc.	5/23/2018	IM*E0067282	\$ 68.00	Maintenance Services Expense
Invoice <\$15,000	Southside Control Supply Company	5/23/2018	IM*E0067283	\$ 644.10	Maintenance Supplies
Invoice <\$15,000	Stevens & Tate, Inc.	5/23/2018	IM*E0067284	\$ 2,000.00	Other Contractual Services Expense
Invoice <\$15,000	Stivers Staffing Services	5/23/2018	IM*E0067285	\$ 2,096.10	Clerical Full-Time
Invoice <\$15,000	Supreme Lobster, Seafood	5/23/2018	IM*E0067286	\$ 1,671.08	Instructional Supplies
Invoice <\$15,000	Symtech Corporation	5/23/2018	IM*E0067287	\$ 2,647.73	Non-Capital Equipment
Invoice <\$15,000	U.S. Food Service	5/23/2018	IM*E0067288	\$ 1,101.53	Instructional Supplies
Invoice <\$15,000	Uline	5/23/2018	IM*E0067289	\$ 9.45	Maintenance Supplies
Invoice <\$15,000	VisionPoint Media, Inc.	5/23/2018	IM*E0067290	\$ 2,121.20	Other Contractual Services Expense
Invoice <\$15,000	W. Nuhsbaum, Inc.	5/23/2018	IM*E0067291	\$ 1,355.48	Non-Capital Equipment
Invoice <\$15,000	Warehouse Direct, Inc.	5/23/2018	IM*E0067292	\$ 2,086.32	Maintenance Supplies
Invoice <\$15,000	Wesco Distribution, Inc.	5/23/2018	IM*E0067293	\$ 2,373.50	Instructional Supplies
Invoice <\$15,000	West Publishing Corporation	5/23/2018	IM*E0067294	\$ 569.44	Instructional Service Contracts
Invoice <\$15,000	West Suburban Limousine	5/23/2018	IM*E0067295	\$ 220.80	Other Contractual Services Expense
Invoice <\$15,000	Window to the World Comm.	5/23/2018	IM*E0067296	\$ 812.00	Advertising Expense
Employee Reimb	Jose Alferez	5/24/2018	IM*E0067297	\$ 105.22	Mileage In District / In State
Employee Reimb	Roger Behling	5/24/2018	IM*E0067298	\$ 60.00	Tuition Reimbursement-Classified
Employee Reimb	John Bollweg	5/24/2018	IM*E0067299	\$ 1,155.83	Tuition Reimbursement-Classified
Employee Reimb	Mark Brady	5/24/2018	IM*E0067300	\$ 103.21	Mileage In District / In State
Employee Reimb	Thomas Brady	5/24/2018	IM*E0067301	\$ 481.04	Tuition Reimbursement-Classified
Employee Reimb	Steven Capps	5/24/2018	IM*E0067302	\$ 100.34	Travel - Out of State
Employee Reimb	Joseph Cassidy	5/24/2018	IM*E0067303	\$ 63.00	Instructional Supplies
Employee Reimb	Ami Chambers	5/24/2018	IM*E0067305	\$ 95.00	Dues
Employee Reimb	Brian Clement	5/24/2018	IM*E0067306	\$ 45.24	Mileage In District / In State
Employee Reimb	Larinda Dixon	5/24/2018	IM*E0067307	\$ 80.69	Mileage In District / In State
Employee Reimb	Gilbert Egge	5/24/2018	IM*E0067308	\$ 2,230.84	Travel - Out of State
Employee Reimb	Ms. Carolyn England	5/24/2018	IM*E0067309	\$ 279.23	Other Materials & Supplies Expense
Employee Reimb	James Fisher	5/24/2018	IM*E0067310	\$ 26.58	Office Supplies
Employee Reimb	Amber Gardner	5/24/2018	IM*E0067311	\$ 472.85	Travel - In Dist / In State

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Employee Reimb	Rita Haake	5/24/2018	IM*E0067312	\$ 492.94	Travel - In Dist / In State
Employee Reimb	Joseph Hopper	5/24/2018	IM*E0067313	\$ 129.64	Conference/Meeting Expense - Local
Employee Reimb	Ronald Horan	5/24/2018	IM*E0067314	\$ 50.98	Mileage In District / In State
Employee Reimb	Debra Jeffay	5/24/2018	IM*E0067315	\$ 59.43	Mileage In District / In State
Employee Reimb	Benjamin Johnson	5/24/2018	IM*E0067316	\$ 73.89	Other supplies
Employee Reimb	Susan Kerby	5/24/2018	IM*E0067317	\$ 481.43	Other Conference & Meeting Expense
Employee Reimb	Jane Kielb	5/24/2018	IM*E0067318	\$ 175.35	Instructional Supplies
Employee Reimb	James Kostecki	5/24/2018	IM*E0067319	\$ 29.50	Travel - Out of State
Employee Reimb	David Kramer	5/24/2018	IM*E0067320	\$ 336.58	Instructional Supplies
Employee Reimb	Diana Martinez	5/24/2018	IM*E0067321	\$ 187.93	Purchase for Resale
Employee Reimb	Lauren Milligan	5/24/2018	IM*E0067322	\$ 195.69	Instructional Supplies
Employee Reimb	Kimberly Morris	5/24/2018	IM*E0067323	\$ 2,337.95	Other supplies
Employee Reimb	Thomas Murray	5/24/2018	IM*E0067324	\$ 349.97	Purchase for Resale
Employee Reimb	William Norris	5/24/2018	IM*E0067325	\$ 349.71	Travel - Out of State
Employee Reimb	Jeffrey Papp	5/24/2018	IM*E0067326	\$ 58.87	Mileage In District / In State
Employee Reimb	Thomas Robertson	5/24/2018	IM*E0067327	\$ 360.00	Publications
Employee Reimb	Sara Spaniol	5/24/2018	IM*E0067330	\$ 296.00	Other Materials & Supplies Expense
Employee Reimb	Lisa Stock	5/24/2018	IM*E0067331	\$ 1,401.89	Travel - Out of State
Employee Reimb	Barbel Thoens-Masghali	5/24/2018	IM*E0067332	\$ 461.77	Travel - Out of State
Employee Reimb	Kevin Tyrrell	5/24/2018	IM*E0067333	\$ 3,069.80	Travel - In Dist / In State
Employee Reimb	Justin Wagner	5/24/2018	IM*E0067334	\$ 928.12	Other Conference & Meeting Expense
Employee Reimb	Maureen Waller	5/24/2018	IM*E0067335	\$ 582.84	Dues - Faculty
Employee Reimb	Justin Witte	5/24/2018	IM*E0067336	\$ 400.71	Other Conference & Meeting Expense
Employee Reimb	Philip Zuber	5/24/2018	IM*E0067338	\$ 212.00	Advertising Expense
Invoice <\$15,000	College of Dupage Faculty Assoc	5/24/2018	IM*E0067339	\$ 701.22	Professional Dues
Invoice <\$15,000	College of Dupage Foundation	5/24/2018	IM*E0067340	\$ 1,578.46	Charitable Contributions
Invoice <\$15,000	Illinois Fraternal Order of Police	5/24/2018	IM*E0067341	\$ 357.30	Professional Dues
Invoice <\$15,000	Illinois Education Association	5/24/2018	IM*E0067342	\$ 186.76	Professional Dues
Invoice <\$15,000	Nicor Gas	5/24/2018	IM*E0067343	\$ 17,781.11	Gas Expense
Invoice >\$15,000	DuPage Credit Union	5/24/2018	IM*E0067344	\$ 25,566.86	Credit Union
Invoice >\$15,000	SURS-State University Retirement System	5/24/2018	IM*E0067345	\$ 363,803.01	Employee Retirement Contributions
Invoice >\$15,000	Valic Retirement Services	5/24/2018	IM*E0067346	\$ 128,045.29	Annuities
Invoice <\$15,000	Navia Benefit Solutions	5/24/2018	IM*E0067347	\$ 10,547.91	Flexible Spending Accounts
Invoice >\$15,000	Nicor Enerchange	5/24/2018	IM*E0067348	\$ 44,538.82	Gas Expense
Invoice >\$15,000	IACE Travel	5/29/2018	IM*E0067349	\$ 32,892.00	International Travel - Field Studies
Invoice >\$15,000	Village of Glen Ellyn, Illinois	5/29/2018	IM*E0067350	\$ 22,820.71	Water - Sewage Expense
Employee Reimb	Theodore Darden	5/30/2018	IM*E0067351	\$ 994.50	Travel Advances
Invoice <\$15,000	Randall Kerschke	5/30/2018	IM*E0067352	\$ 200.00	Consultants Expense
Invoice <\$15,000	Press Photography Network	5/30/2018	IM*E0067353	\$ 250.00	Other Contractual Services Expense
Invoice <\$15,000	AIMPRINT, Inc.	5/30/2018	IM*E0067354	\$ 3,279.76	Advertising Expense
Invoice <\$15,000	A Freedom Flag Company	5/30/2018	IM*E0067355	\$ 907.95	Office Supplies
Invoice <\$15,000	ARCO Mechanical Equip. Sales Co.	5/30/2018	IM*E0067356	\$ 920.00	Facilities Maintenance Service Expense
Invoice <\$15,000	Automotive Electronics Service	5/30/2018	IM*E0067357	\$ 3,625.17	Instructional Supplies
Invoice <\$15,000	B&H Foto & Electronics Corporation	5/30/2018	IM*E0067358	\$ 6,983.35	Non-Capital Equipment
Invoice <\$15,000	Buffalo Theatre Ensemble Corp.	5/30/2018	IM*E0067359	\$ 4,770.94	Art Center Deposit Liability
Invoice <\$15,000	Chicago Electronics Distributors	5/30/2018	IM*E0067360	\$ 132.50	Instructional Supplies
Invoice <\$15,000	Computer Discount Warehouse	5/30/2018	IM*E0067361	\$ 849.42	Instructional Supplies
Invoice <\$15,000	Danatronics Corp	5/30/2018	IM*E0067362	\$ 4,120.00	Non-Capital Equipment
Invoice <\$15,000	DMS Photography	5/30/2018	IM*E0067363	\$ 828.48	Other Contractual Services Expense
Invoice <\$15,000	EBSCO Information Services	5/30/2018	IM*E0067364	\$ 54.97	Publications
Invoice <\$15,000	Edward Don & Company	5/30/2018	IM*E0067365	\$ 216.44	Instructional Supplies
Invoice <\$15,000	Forestry Suppliers, Inc.	5/30/2018	IM*E0067366	\$ 512.33	Instructional Supplies
Invoice <\$15,000	Fox Valley Fire & Safety Company, Inc.	5/30/2018	IM*E0067367	\$ 300.00	Facilities Maintenance Service Expense
Invoice <\$15,000	Grainger - Downers Grove	5/30/2018	IM*E0067368	\$ 798.02	Maintenance Services Expense

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Invoice <\$15,000	GW Berkheimer Co. Inc.	5/30/2018	IM*E0067369	\$ 31.99	Maintenance Supplies
Invoice <\$15,000	Heritage Wine Cellars, Inc.	5/30/2018	IM*E0067370	\$ 460.96	Instructional Supplies
Invoice <\$15,000	Interline Brands, Inc.	5/30/2018	IM*E0067371	\$ 863.73	Maintenance Supplies
Invoice <\$15,000	Len's Ace Hardware, Inc.	5/30/2018	IM*E0067372	\$ 28.78	IT Maintenance Services
Invoice <\$15,000	Leo's Upholstery Inc.	5/30/2018	IM*E0067373	\$ 6,265.00	Equipment - Office
Invoice <\$15,000	Midway Staffing, Inc.	5/30/2018	IM*E0067374	\$ 9,690.42	Custodial Services
Invoice <\$15,000	Monoprice, Inc.	5/30/2018	IM*E0067375	\$ 507.90	IT Maintenance Services
Invoice <\$15,000	Mouser Electronics	5/30/2018	IM*E0067376	\$ 168.85	Instructional Supplies
Invoice <\$15,000	OEI Products	5/30/2018	IM*E0067377	\$ 70.00	Other Materials & Supplies Expense
Invoice <\$15,000	Paddock Publications	5/30/2018	IM*E0067378	\$ 410.55	Advertising Expense
Invoice <\$15,000	Pasco Scientific Company	5/30/2018	IM*E0067379	\$ 1,214.00	Instructional Supplies
Invoice <\$15,000	Greg Pasenko	5/30/2018	IM*E0067380	\$ 160.00	Advertising Expense
Invoice <\$15,000	Proquest, LLC	5/30/2018	IM*E0067381	\$ 34.98	Books and Binding Costs
Invoice <\$15,000	Refrigeration Enterprises, Inc.	5/30/2018	IM*E0067382	\$ 3,846.94	Maintenance Services Expense
Invoice <\$15,000	Resources Connection, Inc.	5/30/2018	IM*E0067383	\$ 3,820.00	Consultants Expense
Invoice <\$15,000	Ross Electric	5/30/2018	IM*E0067384	\$ 3,875.00	Building Remodeling Expense
Invoice <\$15,000	Russo Power Equipment	5/30/2018	IM*E0067385	\$ 159.00	Instructional Supplies
Invoice <\$15,000	Scantron Corporation	5/30/2018	IM*E0067386	\$ 44.00	Instructional Supplies
Invoice <\$15,000	Scope Shoppe, Inc.	5/30/2018	IM*E0067387	\$ 4,997.00	Maintenance Services Expense
Invoice <\$15,000	Scrip-Safe International	5/30/2018	IM*E0067388	\$ 440.20	Instructional Supplies
Invoice <\$15,000	Signature Cleaners of University Commons	5/30/2018	IM*E0067389	\$ 574.00	Other Contractual Services Expense
Invoice <\$15,000	Smithereen Pest Management	5/30/2018	IM*E0067390	\$ 150.00	Custodial Services
Invoice <\$15,000	Snap-on, Inc.	5/30/2018	IM*E0067391	\$ 7,416.75	Publications
Invoice <\$15,000	Sodexo	5/30/2018	IM*E0067392	\$ 14,871.50	Other Conference & Meeting Expense
Invoice <\$15,000	Southside Control Supply Company	5/30/2018	IM*E0067393	\$ 196.33	Maintenance Supplies
Invoice <\$15,000	Stivers Staffing Services	5/30/2018	IM*E0067394	\$ 608.00	Other Contractual Services Expense
Invoice <\$15,000	T & Z Nursery, Inc.	5/30/2018	IM*E0067395	\$ 179.01	Other Contractual Services Expense
Invoice <\$15,000	Testa Produce, Inc.	5/30/2018	IM*E0067396	\$ 1,689.42	Instructional Supplies
Invoice <\$15,000	Troxell Communications	5/30/2018	IM*E0067397	\$ 3,200.00	Non-Capital Equipment
Invoice <\$15,000	Uline	5/30/2018	IM*E0067398	\$ 964.30	Non-Capital Equipment
Invoice <\$15,000	United Septic & Grease Busters	5/30/2018	IM*E0067399	\$ 390.00	Facilities Maintenance Service Expense
Invoice <\$15,000	V2M2 Group, Inc.	5/30/2018	IM*E0067400	\$ 300.00	Instructional Service Contracts
Invoice <\$15,000	Village of Glen Ellyn, Illinois	5/30/2018	IM*E0067401	\$ 3,938.42	Water - Sewage Expense
Invoice <\$15,000	Adrian Werbick	5/30/2018	IM*E0067402	\$ 150.00	Consultants Expense
Invoice <\$15,000	Wesco Distribution, Inc.	5/30/2018	IM*E0067403	\$ 534.99	Non-Capital Equipment
Invoice <\$15,000	WideOpenWest IL, LLC	5/30/2018	IM*E0067404	\$ 374.66	Other Contractual Services Expense
Employee Reimb	Martin Bartz	5/31/2018	IM*E0067405	\$ 75.00	Dues - Classified
Employee Reimb	Karen Batke	5/31/2018	IM*E0067406	\$ 426.07	Tuition Reimbursement-Faculty
Employee Reimb	Beverly Carlson	5/31/2018	IM*E0067407	\$ 528.91	Tuition Reimbursement-Classified
Employee Reimb	Thomas Carter	5/31/2018	IM*E0067408	\$ 970.00	Instructional Supplies
Employee Reimb	Mark Collins	5/31/2018	IM*E0067410	\$ 401.19	Travel - Out of State
Employee Reimb	Earl Dowling	5/31/2018	IM*E0067413	\$ 385.17	Conference/Meeting Expense - Local
Employee Reimb	David Ellis	5/31/2018	IM*E0067414	\$ 188.09	Instructional Supplies
Employee Reimb	Remic Ensweiler	5/31/2018	IM*E0067415	\$ 293.73	Instructional Supplies
Employee Reimb	Christopher Ferro	5/31/2018	IM*E0067416	\$ 510.11	Tuition Reimbursement-Classified
Employee Reimb	Jason Florin	5/31/2018	IM*E0067417	\$ 41.00	Conference/Meeting Expense - Local
Employee Reimb	Joyce Graves	5/31/2018	IM*E0067418	\$ 439.75	Instructional Supplies
Employee Reimb	Shannon Hernandez	5/31/2018	IM*E0067419	\$ 727.17	Funds Held in Custody of Others
Employee Reimb	Krystina LaSorsa	5/31/2018	IM*E0067421	\$ 19.62	Mileage In District / In State
Employee Reimb	Sandra Marchetti	5/31/2018	IM*E0067422	\$ 4.91	Mileage In District / In State
Employee Reimb	Pamela McNamara	5/31/2018	IM*E0067423	\$ 45.85	Office Supplies
Employee Reimb	Thomas Robertson	5/31/2018	IM*E0067424	\$ 596.84	Instructional Supplies
Employee Reimb	Ann Rondeau	5/31/2018	IM*E0067425	\$ 208.29	Mileage In District / In State
Employee Reimb	Anitha Saravanan	5/31/2018	IM*E0067426	\$ 740.81	Tuition Reimbursement-Faculty

D. All Disbursements Excluding Payroll
 College of DuPage
 Community College District No. 502
 ACCOUNTS PAYABLE AND PAYROLL REPORT
 CASH DISBURSEMENTS
 May 31, 2018

CHECKS ISSUED DURING ACCOUNTING MONTH - May 2018

Check number sequence order excludes checks issued to students which results in check number sequence gaps. All students are covered under the Family Educational Rights and Privacy Act (FERPA). Checks listed include payroll cash disbursements made to vendors and government agencies for employee payroll deductions.

To view invoices on line, click the hyperlink below to take you to the College's home page.
http://www.cod.edu/about/office_of_the_president/planning_and_reporting_documents/invoices.aspx
 Click "About COD"; then click "COD Financial Documents"; then click Third Party Invoices and select a month

AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Employee Reimb	Jane Smith	5/31/2018	IM*E0067427	\$ 1,536.40	Travel - Out of State
Employee Reimb	James Tumavich	5/31/2018	IM*E0067428	\$ 350.48	Tuition Reimbursement-Faculty
Employee Reimb	Sonia Wetson	5/31/2018	IM*E0067429	\$ 1,400.80	Travel - Out of State
Employee Reimb	Jacqueline Weaver	5/31/2018	IM*E0067430	\$ 950.00	Travel - In Dist / In State
Employee Reimb	Uta Westphal	5/31/2018	IM*E0067431	\$ 533.14	Travel - In Dist / In State
Invoice >\$15,000	Zehnder Communications, Inc.	5/31/2018	IM*E0067432	\$ 17,967.47	Advertising Expense
Invoice <\$15,000	Hotel Andrea Limitada	5/8/2018	IM*W22	\$ 2,887.73	International Travel - Field Studies
Invoice >\$15,000	Moody's Investors Service	5/2/2018	IM*W517	\$ 24,225.00	Rating and Agency Services
Invoice >\$15,000	Standard & Poor's Financial Services, LLC	5/2/2018	IM*W518	\$ 24,480.00	Rating and Agency Services
Invoice <\$15,000	Enforex/Ideal Education Group	5/8/2018	IM*W519	\$ 7,235.02	International Travel - Field Studies
Invoice <\$15,000	Cafe Britt	5/8/2018	IM*W520	\$ 830.00	International Travel - Field Studies
Invoice <\$15,000	Jardines de la Catarate, SA	5/8/2018	IM*W521	\$ 1,240.31	International Travel - Field Studies
Invoice >\$15,000	Residencias Magarel S.I.	5/8/2018	IM*W523	\$ 18,448.52	International Travel - Field Studies
Invoice <\$15,000	Ericka Jimenes Viales	5/8/2018	IM*W524	\$ 1,581.68	International Travel - Field Studies
Invoice <\$15,000	Forocio S.L.	5/8/2018	IM*W525	\$ 12,013.99	International Travel - Field Studies
Invoice <\$15,000	Hotel Los Lagos Spa & Resort	5/9/2018	IM*W526	\$ 3,556.00	International Travel - Field Studies
Invoice <\$15,000	Rodavias Costarricenses ROVICSA S.A.	5/9/2018	IM*W527	\$ 2,355.00	International Travel - Field Studies
Invoice >\$15,000	Costa Rican Language Academy	5/15/2018	IM*W528	\$ 41,385.00	International Travel - Field Studies
Invoice >\$15,000	DID Deutsch-Institut Worldwide	5/24/2018	IM*W529	\$ 23,337.33	International Travel - Field Studies
Invoice >\$15,000	Sienalingus Srl.	5/29/2018	IM*W530	\$ 37,301.44	International Travel - Field Studies
Invoice >\$15,000	Kyoto International Academy	5/24/2018	IM*W531	\$ 32,200.00	International Travel - Field Studies
Invoice >\$15,000	Amalgamated Bank of Chicago	5/24/2018	IM*W532	\$ 20,689,818.34	Bond Interest
Student Refunds	Checks issued in prior month; voided in current month			\$ (34,456.16)	Student Refunds Voided Checks - 42 transactions
Student Refunds	Student Refunds			\$ 54,134.60	Student Refunds via Credit Cards - 302 transactions
Student Refunds	Student Refunds			\$ 211,246.82	Student Refunds via Paper Check - 250 transactions
Student Refunds	Student Refunds			\$ 233,347.68	Student Refunds via Touchnet ACH - 231 transactions
TOTAL VENDOR PAYMENTS DURING THE ACCOUNTING MONTH				\$ 27,789,873.11	

Reconciliation to Total Cash Disbursements:

Invoice <\$15,000	Payment to Alphagraphics Wheaton, included on separate Board agenda item:	5/9/2018	IM*0235382	\$ 168.00	Printing Expense
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\$ 27,790,041.11

College of DuPage
Community College District No. 502
Budget Transfer Report
May 2018

E. Budget Transfer Report

Date	Budget Adjustment Number	Fund	Dept. No.	Department Name	Object Number	Object Name	Debit	Credit
4/27/18	B009029	01	14025	ABE, GED, ESL Programs	5309001	Other Contractual Services Exp	-	4,500.00
		01	14025	ABE, GED, ESL Programs	5401002	Instructional Supplies	4,500.00	-
B009029 Subtotal							4,500.00	4,500.00
<i>To adjust budget to allow for purchase of GED graduation caps and gowns. April budget adjustment not reported at prior board meeting.</i>								
4/27/18	B009030	01	00009	Architectural Technology	5103044	Non-Teaching Assign-PT	1,100.00	-
		01	00423	Dean-Art Communications & Hosp	5102002	Profess/Tech Staff, Part-Time	-	1,100.00
B009030 Subtotal							1,100.00	1,100.00
<i>To adjust budget to provide funding needed for special building project that occurs every other year. April budget adjustment not reported at prior board meeting.</i>								
4/27/18	B009031	01	00431	Dean - Soc & Behav Scien Libra	5502001	Travel - In Dist / In State	23.60	-
		01	00431	Dean - Soc & Behav Scien Libra	5502002	Mileage In District / In State	128.08	-
		01	00431	Dean - Soc & Behav Scien Libra	5503001	Travel - Out of State	-	151.68
B009031 Subtotal							151.68	151.68
<i>To reallocate budget to proper travel expense lines. April budget adjustment not reported at prior board meeting.</i>								
4/27/18	B009032	01	00819	Student Engagement	5309001	Other Contractual Services Exp	-	2,000.00
		01	00819	Student Engagement	5401001	Office Supplies	200.00	-
		01	00819	Student Engagement	5509001	Other Conf & Meeting Exp a	1,800.00	-
B009032 Subtotal							2,000.00	2,000.00
<i>To adjust budget to cover anticipated FY2018 meeting expenses. April budget adjustment not reported at prior board meeting.</i>								
4/27/18	B009033	05	61007	Leisure CE	5308001	Instructional Service Contr	-	1,294.00
		05	61007	Leisure CE	5601001	Rental Facility	1,294.00	-
B009033 Subtotal							1,294.00	1,294.00
<i>To adjust budget to cover funds for TCD facility rental. April budget adjustment not reported at prior board meeting.</i>								
05/02/18	B009034	01	00345	Music	5502001	Travel - In Dist / In State	200.00	-
		01	00345	Music	5503001	Travel - Out of State	-	200.00
B009034 Subtotal							200.00	200.00
<i>To better align travel budget with travel locations (in-state vs. out-of-state).</i>								
05/02/18	B009035	05	11601	AUX MAC Touring	5102003	Profess/Tech Staff, Temporary	9,422.00	-
		05	11601	AUX MAC Touring	5309001	Other Contractual Services Exp	-	9,422.00
B009035 Subtotal							9,422.00	9,422.00
<i>To adjust budget to cover staffing needed for additional summer show.</i>								
05/04/18	B009036	01	14230	Testing	5401002	Instructional Supplies	9,700.00	-
		01	14230	Testing	5905001	Chargeback Facility/Staff/Othr	-	9,700.00
B009036 Subtotal							9,700.00	9,700.00
<i>To adjust budget to move reimbursement of expense to appropriate expense line.</i>								
05/04/18	B009037	05	11601	AUX MAC Touring	5102002	Profess/Tech Staff, Part-Time	-	700.00
		05	11601	AUX MAC Touring	5103044	Non-Teaching Assign-PT	-	1,300.00
		05	11601	AUX MAC Touring	5107003	Service Staff Temporary	2,000.00	-
B009037 Subtotal							2,000.00	2,000.00
<i>To adjust budget to cover additional temp staff on call for touring shows.</i>								
05/04/18	B009038	01	00385	Community Relations Dept	5501001	Conference/Meeting Exp- Local	395.00	-
		01	00385	Community Relations Dept	5502003	Vehicle Usage Expense	-	395.00
B009038 Subtotal							395.00	395.00
<i>To adjust budget to cover additional conference expenses.</i>								

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E. Budget Transfer Report

Date	Budget Adjustment Number	Fund	Dept. No.	Department Name	Object Number	Object Name	Debit	Credit
05/04/18	B009039	01	00737	Faculty/Staff Sppt Cntr	5602001	Rental - Equipment	20,908.72	-
			00741	Mailroom	5805001	Equipment - Office	-	15,208.72
			00765	Warehouse	5807001	Equipment - Service	-	5,700.00
B009039 Subtotal						Approval Level: President	20,908.72	20,908.72
<i>To adjust budget to cover additional xerox expenses related to higher usage.</i>								
05/04/18	B009040	01	00285	Welding	5409002	Non-Capital equipment	20,207.77	-
			00285	Welding	5806001	Equipment - Instructional	-	20,207.77
B009040 Subtotal						Approval Level: President	20,207.77	20,207.77
<i>To adjust budget to cover the additional purchase of accessories and supplies related to the acquisition of capital equipment items.</i>								
05/04/18	B009041	01	00385	Community Relations Dept	5407001	Advertising Exps	-	600.00
			00385	Community Relations Dept	5509001	Other Conf & Meeting Exp a	600.00	-
B009041 Subtotal						Approval Level: Controller	600.00	600.00
<i>To adjust budget to cover additional expenses related to Presidential Address Breakfast.</i>								
05/04/18	B009042	01	14205	Westmont Center	5108002	Student Worker NON-CSWP	1,500.00	-
			14205	Westmont Center	5299902	PT alloc Employee Benefits	30.00	-
			14205	Westmont Center	5909017	SS Fleet Copier/Special Paper	-	1,530.00
B009042 Subtotal						Approval Level: Controller	1,530.00	1,530.00
<i>To adjust budget to cover additional student worker hours.</i>								
05/04/18	B009043	01	00446	Ctr for Diversity & Inclusion	5406002	Dues	3,000.00	-
			00446	Ctr for Diversity & Inclusion	5501001	Conference/Meeting Exp- Local	-	3,000.00
B009043 Subtotal						Approval Level: Controller	3,000.00	3,000.00
<i>To adjust budget to cover membership to NAACP, NADOHE, Noel Levitz and other organizations which support diversity.</i>								
05/04/18	B009044	01	00209	Mathematics	5401002	Instructional Supplies	200.00	-
			00425	Dean - Math & Natural Science	5401002	Instructional Supplies	-	200.00
B009044 Subtotal						Approval Level: Controller	200.00	200.00
<i>To adjust budget to cover additional instructional supplies.</i>								
05/04/18	B009045	01	13290	Conference & Events Services	5409002	Non-Capital equipment	4,410.00	-
			13290	Conference & Events Services	5805001	Equipment - Office	-	4,410.00
B009045 Subtotal						Approval Level: Controller	4,410.00	4,410.00
<i>To adjust budget to allocate budget to the proper non-capital equipment line.</i>								
05/04/18	BTS050318A	01	00797	Human Resources Dept	5209010	Employee Awards	-	1,000.00
			00797	Human Resources Dept	5504001	Recruitment Exps	-	5,000.00
			00797	Human Resources Dept	5905002	Charges Faciliti/Staff/Othr	1,000.00	-
			00797	Human Resources Dept	5905003	Inn Charges	5,000.00	-
BTS050318A Subtotal						Approval Level: Controller	6,000.00	6,000.00
<i>To adjust budget to cover costs related to the I Am COD Team Lunch and candidates travel expenses.</i>								
05/04/18	BTS050318B	05	11701	AUX New Philharmonic/DOT	5102003	Profess/Tech Staff, Temporary	2,045.00	-
			11701	AUX New Philharmonic/DOT	5103044	Non-Teaching Assign-PT	430.00	-
			11701	AUX New Philharmonic/DOT	5106003	Clerical Temporary	270.00	-
			11701	AUX New Philharmonic/DOT	5107003	Service Staff Temporary	-	1,070.00
			11701	AUX New Philharmonic/DOT	5108002	Student Worker NON-CSWP	800.00	-
			11701	AUX New Philharmonic/DOT	5309001	Other Contractual Services Exp	-	2,475.00
BTS050318B Subtotal						Approval Level: Controller	3,545.00	3,545.00
<i>To adjust budget to cover additional student worker payments for LaTraviata, orchestra fees, and a temporary library assistant.</i>								

College of DuPage
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E. Budget Transfer Report

Date	Budget Adjustment Number	Fund	Dept. No.	Department Name	Object Number	Object Name	Debit	Credit
05/09/18	B009046	01	14005	Addison Center	5401001	Office Supplies	-	2,000.00
		01	14005	Addison Center	5407001	Advertising Exps	2,000.00	-
B009046 Subtotal							2,000.00	2,000.00
<i>To adjust budget to cover additional copier expenses.</i>								
05/10/18	B009047	01	00073	Heating, Air Cond & Refrig	5401002	Instructional Supplies	2,130.82	-
		01	00073	Heating, Air Cond & Refrig	5502001	Travel - In Dist / In State	-	999.96
		01	00073	Heating, Air Cond & Refrig	5503001	Travel - Out of State	-	1,130.86
B009047 Subtotal							2,130.82	2,130.82
<i>To adjust budget to cover additional instructional supplies.</i>								
05/10/18	B009048	01	00444	Vice Pres Student Affairs Dept	5401001	Office Supplies	-	390.00
		01	00444	Vice Pres Student Affairs Dept	5405001	Books and Binding Costs	390.00	-
B009048 Subtotal							390.00	390.00
<i>To adjust budget to cover the purchase of a book to be distributed to direct reports and an additional book on endowment management.</i>								
05/10/18	B009049	01	00181	Fire Science	5909015	SS Copy Center/Signage	136.19	-
		01	00237	Physical Therapy Asst	5909015	SS Copy Center/Signage	44.77	-
		01	00237	Physical Therapy Asst	5909017	SS Fleet Copier/Special Paper	92.19	-
		01	00257	Respiratory Tech	5909017	SS Fleet Copier/Special Paper	196.10	-
		01	00261	Sciences	5909017	SS Fleet Copier/Special Paper	290.68	-
		01	00262	Prairie Management	5909016	SS Color Copies	125.20	-
		01	00262	Prairie Management	5909017	SS Fleet Copier/Special Paper	50.25	-
		01	00276	Ophthalmic Tech	5909017	SS Fleet Copier/Special Paper	193.61	-
		01	00278	Polysomnography	5909017	SS Fleet Copier/Special Paper	4.35	-
		01	00429	Dean-Health & Sciences	5909015	SS Copy Center/Signage	-	180.96
		01	00429	Dean-Health & Sciences	5909016	SS Color Copies	-	135.33
		01	00429	Dean-Health & Sciences	5909017	SS Fleet Copier/Special Paper	-	827.18
		01	00429	Dean-Health & Sciences	5909019	SS Print Shop	10.13	-
B009049 Subtotal							1,143.47	1,143.47
<i>To adjust budget to cover additional staff service expenses.</i>								
05/10/18	B009050	01	00125	Allied Health	5502002	Mileage In District / In State	292.80	-
		01	00153	Dental Hygiene	5904001	Financial Charges & Adjust	500.00	-
		01	00181	Fire Science	5905002	Charges Facilit/Staff/Othr	3,254.61	-
		01	00189	Health Inform Tech	5502002	Mileage In District / In State	270.15	-
		01	00237	Physical Therapy Asst	5502002	Mileage In District / In State	385.07	-
		01	00276	Ophthalmic Tech	5502002	Mileage In District / In State	226.54	-
		01	00278	Polysomnography	5502002	Mileage In District / In State	312.85	-
		01	00429	Dean-Health & Sciences	5401002	Instructional Supplies	-	3,754.61
		01	00429	Dean-Health & Sciences	5502002	Mileage In District / In State	-	1,487.41
B009050 Subtotal							5,242.02	5,242.02
<i>To adjust budget to cover additional mileage expenses and facility charges.</i>								
05/11/18	B009051&85	01	00757	Financial Affairs	5401001	Office Supplies	800.00	-
		01	00757	Financial Affairs	5409002	Non-Capital equipment	-	800.00
B009051&85 Subtotal							800.00	800.00
<i>To adjust budget to cover the purchase of a new check scanner for the Cashiers Office.</i>								
05/11/18	B009052&54	05	61018	Vocational Skills Dev.CE	5401002	Instructional Supplies	200.00	-
		05	61018	Vocational Skills Dev.CE	5501001	Conference/Meeting Exp- Local	-	200.00
B009052&54 Subtotal							200.00	200.00
<i>To adjust budget to cover Sodexo services for the Vocational Skills Program.</i>								

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Date	Budget Adjustment Number	Fund	Dept. No.	Department Name	Object Number	Object Name	Debit	Credit	
05/11/18	B009053	01	15040	Carol Stream/Bdale Lmg Cmms	5309001	Other Contractual Services Exp	-	425.00	
		01	15090	Naperville Learning Commons	5309001	Other Contractual Services Exp	425.00	-	
B009053 Subtotal							Approval Level: Controller	425.00	425.00
<i>To adjust budget to cover additional contractual services.</i>									
05/11/18	B009055	03	36825	Audio Visual System Upgrades	5804001	Building Remodeling Exps	-	189,000.00	
		03	36825	Audio Visual System Upgrades	5805001	Equipment - Office	189,000.00	-	
		03	39028	SRC2135 Executive Office	5804001	Building Remodeling Exps	-	35,000.00	
		03	39028	SRC2135 Executive Office	5805001	Equipment - Office	35,000.00	-	
B009055 Subtotal							Approval Level: Board of Trustees	224,000.00	224,000.00
<i>To adjust SRC-2135 Executive Office budget to transfer \$35,000 from building remodeling expense to office equipment and to adjust Audio Visual System budget to transfer \$189,000 from building remodeling expense to office equipment.</i>									
05/11/18	B009056	01	17100	Athletics	5309001	Other Contractual Services Exp	-	2,000.00	
		01	17100	Athletics	5601001	Rental Facility	2,000.00	-	
B009056 Subtotal							Approval Level: Controller	2,000.00	2,000.00
<i>To adjust budget to cover off-campus facility rental expenses related to the PEC renovation.</i>									
05/11/18	B009057	01	00385	Community Relations Dept	5909016	SS Color Copies	500.00	-	
		01	00385	Community Relations Dept	5909018	SS USPS Postage	-	500.00	
B009057 Subtotal							Approval Level: Controller	500.00	500.00
<i>To adjust budget to cover additional color copy expenses.</i>									
05/11/18	B009058	01	00465	Counseling and Advising	5302001	Consultants Exps	-	3,000.00	
		01	00465	Counseling and Advising	5909017	SS Fleet Copier/Special Paper	3,000.00	-	
B009058 Subtotal							Approval Level: Controller	3,000.00	3,000.00
<i>To adjust budget to cover additional copy expenses.</i>									
05/11/18	B009059	05	13160	AUX Food Service	5409002	Non-Capital equipment	1,500.00	-	
		05	13160	AUX Food Service	5609001	Other Fixed Charges Exps	-	1,500.00	
B009059 Subtotal							Approval Level: Controller	1,500.00	1,500.00
<i>To adjust budget to cover the purchase of additional carts.</i>									
05/11/18	B009060	01	00261	Sciences	5304001	Maintenance Services Exps	4,997.00	-	
		01	00261	Sciences	5309001	Other Contractual Services Exp	-	4,997.00	
B009060 Subtotal							Approval Level: Controller	4,997.00	4,997.00
<i>To adjust budget to cover additional maintenance services.</i>									
05/15/18	B009061	05	14625	Aux Continuing Education	5407001	Advertising Exps	-	1,165.00	
		05	62008	Youth Camps CE	5407001	Advertising Exps	1,165.00	-	
B009061 Subtotal							Approval Level: Controller	1,165.00	1,165.00
<i>To adjust budget to cover advertising in Chicago Parent magazine.</i>									
05/15/18	B009062	01	00225	Nursing ADN	5909015	SS Copy Center/Signage	475.00	-	
		01	00226	Assoc Dean Nursing & Hlth Scie	5304001	Maintenance Services Exps	-	475.00	
B009062 Subtotal							Approval Level: Controller	475.00	475.00
<i>To adjust budget to cover additional signage expenses.</i>									
05/15/18	B009063	05	64005	Massage Therapy CE	5501001	Conference/Meeting Exp- Local	20.00	-	
		05	64005	Massage Therapy CE	5502002	Mileage In District / In State	-	20.00	
B009063 Subtotal							Approval Level: Controller	20.00	20.00
<i>To adjust budget to cover Sodexo purchase.</i>									

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Date	Budget Adjustment Number	Fund	Dept. No.	Department Name	Object Number	Object Name	Debit	Credit
05/15/18	B009064	01	00431	Dean - Soc & Behav Scien Libra	5502001	Travel - In Dist / In State	72.20	-
		01	00431	Dean - Soc & Behav Scien Libra	5503001	Travel - Out of State	-	72.20
B009064 Subtotal							72.20	72.20
<i>To adjust budget to cover additional In-State travel expenses.</i>								
05/15/18	B009065	06	02638	DE/ICCB/Perkins/Main 18	5409002	Non-Capital equipment	22,578.23	-
		06	02638	DE/ICCB/Perkins/Main 18	5806001	Equipment - Instructional	-	22,578.23
B009065 Subtotal							22,578.23	22,578.23
<i>To reallocate budget in accordance with journal entry 19192 to follow accounting capital thresholds. Restricted Purpose section of journal entry only.</i>								
05/15/18	B009066	01	00073	Heating, Air Cond & Refrig	5409002	Non-Capital equipment	2,448.69	-
		01	00073	Heating, Air Cond & Refrig	5806001	Equipment - Instructional	-	2,448.69
		01	00077	Ornamental Horticulture	5409002	Non-Capital equipment	8,605.84	-
		01	00077	Ornamental Horticulture	5806001	Equipment - Instructional	-	8,605.84
		01	16765	Information Technology	5409002	Non-Capital equipment	3,847.44	-
		01	16765	Information Technology	5805001	Equipment - Office	-	3,847.44
		01	16815	Television/ Audio	5409002	Non-Capital equipment	23,661.00	-
		01	16815	Television/ Audio	5805001	Equipment - Office	-	23,661.00
B009066 Subtotal							38,562.97	38,562.97
<i>To reallocate budget in accordance with journal entry 19192 to follow accounting capital thresholds. Education Fund section of entry only.</i>								
05/15/18	B009067	01	00053	Electro Mechanical Tech	5409002	Non-Capital equipment	1,959.00	-
		01	00053	Electro Mechanical Tech	5806001	Equipment - Instructional	-	1,959.00
		01	00069	Culinary	5409002	Non-Capital equipment	10,371.00	-
		01	00069	Culinary	5806001	Equipment - Instructional	-	10,371.00
		01	00241	Physics	5409002	Non-Capital equipment	4,566.87	-
		01	00241	Physics	5806001	Equipment - Instructional	-	4,566.87
		01	00285	Welding	5409002	Non-Capital equipment	5,992.00	-
		01	00285	Welding	5806001	Equipment - Instructional	-	5,992.00
		01	00341	Motion Picture Television	5409002	Non-Capital equipment	25,238.00	-
		01	00341	Motion Picture Television	5806001	Equipment - Instructional	-	25,238.00
		01	00345	Music	5409002	Non-Capital equipment	4,054.00	-
		01	00345	Music	5806001	Equipment - Instructional	-	4,054.00
		01	00365	Theater Arts	5409002	Non-Capital equipment	24,480.00	-
		01	00365	Theater Arts	5806001	Equipment - Instructional	-	24,480.00
		01	16815	Television/ Audio	5409002	Non-Capital equipment	2,605.00	3,337.20
		01	16815	Television/ Audio	5805001	Equipment - Office	3,337.20	2,605.00
		01	90111	IT Plan	5304004	IT Maintenance Services	-	180,512.06
		01	90111	IT Plan	5409002	Non-Capital equipment	-	9,231.91
		01	90111	IT Plan	5805001	Equipment - Office	9,231.91	-
		01	90111	IT Plan	5806001	Equipment - Instructional	180,512.06	-
B009067 Subtotal							272,347.04	272,347.04
<i>To reallocate budget in accordance with journal entry 19190 to follow accounting capital thresholds. Excludes Conference and Events of \$4,010 adjustment processed under B009045.</i>								

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E. Budget Transfer Report

Date	Budget Adjustment Number	Fund	Dept. No.	Department Name	Object Number	Object Name	Debit	Credit	
05/15/18	B009068	01	00017	Automotive Technology	5409001	Other Materials & Supplies Exp	1,947.20	-	
		01	00017	Automotive Technology	5409002	Non-Capital equipment	29,281.44	-	
		01	00017	Automotive Technology	5806001	Equipment - Instructional	-	31,228.64	
		01	00065	Fashion Merchandising	5409002	Non-Capital equipment	3,300.00	-	
		01	00065	Fashion Merchandising	5806001	Equipment - Instructional	-	3,300.00	
		01	00226	Assoc Dean Nursing & Hlth Scie	5409002	Non-Capital equipment	5,973.00	-	
		01	00226	Assoc Dean Nursing & Hlth Scie	5806001	Equipment - Instructional	-	5,973.00	
		01	00297	Art	5409002	Non-Capital equipment	869.21	-	
		01	00297	Art	5806001	Equipment - Instructional	-	869.21	
		01	00341	Motion Picture Television	5409002	Non-Capital equipment	4,795.54	-	
		01	00341	Motion Picture Television	5806001	Equipment - Instructional	-	4,795.54	
		01	00353	Photography	5409002	Non-Capital equipment	5,060.41	-	
		01	00353	Photography	5806001	Equipment - Instructional	-	5,060.41	
		01	11001	Director of Performing Arts	5409002	Non-Capital equipment	2,686.07	-	
		01	11001	Director of Performing Arts	5806001	Equipment - Instructional	-	2,686.07	
		01	12031	Athletics S.A.	5404005	Repair Material & Supplies	1,213.00	-	
		01	12031	Athletics S.A.	5409001	Other Materials & Supplies Exp	9,015.00	-	
		01	12031	Athletics S.A.	5807001	Equipment - Service	-	10,228.00	
		01	14145	Naperville Center	5409002	Non-Capital equipment	611.00	-	
		01	14145	Naperville Center	5805001	Equipment - Office	-	611.00	
B009068 Subtotal							Approval Level: President	64,751.87	64,751.87
<i>To reallocate budget in accordance with journal entry 19189 to follow accounting capital thresholds. Excludes Conference and Events of \$8,420 adjustment processed under B009045.</i>									
05/17/18	B009069	01	12301	Gahlberg Gallery	5503001	Travel - Out of State	-	300.00	
		01	12301	Gahlberg Gallery	5509001	Other Conf & Meeting Exp a	300.00	-	
B009069 Subtotal							Approval Level: Controller	300.00	300.00
<i>To adjust budget to cover gallery opening receptions in May and June.</i>									
05/17/18	B009070	01	18004	Inn at Water's Edge	5309001	Other Contractual Services Exp	500.00	-	
		01	18004	Inn at Water's Edge	5401002	Instructional Supplies	-	500.00	
B009070 Subtotal							Approval Level: Controller	500.00	500.00
<i>To adjust budget to cover carpet cleaning services at the inn.</i>									
05/17/18	B009071	02	20111	Door Repair/Replacement	5304003	Facilities Maintenance Service	800.00	-	
		02	20123	Repl. BrokenWindows-CampusWide	5304003	Facilities Maintenance Service	-	800.00	
B009071 Subtotal							Approval Level: Controller	800.00	800.00
<i>To adjust budget to cover additional facility maintenance service expenses.</i>									
05/18/18	B009072	01	15065	Learning Commons	5103044	Non-Teaching Assign-PT	-	14,055.00	
		01	15065	Learning Commons	5299902	PT alloc Employee Benefits	-	282.00	
		01	15215	Writing Assistance Center	5103044	Non-Teaching Assign-PT	14,055.00	-	
		01	15215	Writing Assistance Center	5299902	PT alloc Employee Benefits	282.00	-	
B009072 Subtotal							Approval Level: President	14,337.00	14,337.00
<i>To adjust budget to cover additional coaching staff expenses needed in the Writing Assistance Center.</i>									
05/18/18	B009073	01	15065	Learning Commons	5401001	Office Supplies	-	2,500.00	
		01	15065	Learning Commons	5401002	Instructional Supplies	500.00	-	
		01	15065	Learning Commons	5407001	Advertising Exps	-	2,500.00	
		01	15065	Learning Commons	5409001	Other Materials & Supplies Exp	4,500.00	-	
B009073 Subtotal							Approval Level: Controller	5,000.00	5,000.00
<i>To adjust budget to cover the purchase of additional promotional items and instructional supplies.</i>									

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Date	Budget Adjustment Number	Fund	Dept. No.	Department Name	Object Number	Object Name	Debit	Credit
05/18/18	B009074	01	15065	Learning Commons	5102003	Profess/Tech Staff, Temporary	8,000.00	-
		01	15190	Math Assistance Center	5106002	Clerical Part-Time	-	8,000.00
B009074 Subtotal							8,000.00	8,000.00
<i>To adjust budget to cover the hiring of additional temporary staff.</i>								
05/18/18	B009075	01	00141	Basic Nursing Assistant	5401002	Instructional Supplies	-	545.00
		01	00141	Basic Nursing Assistant	5409002	Non-Capital equipment	545.00	-
B009075 Subtotal							545.00	545.00
<i>To adjust budget to cover the purchase of Temporal Thermometers needed in the Nursing Assistant Program.</i>								
05/18/18	B009076	01	00435	Innovation DuPage	5309001	Other Contractual Services Exp	51,500.00	-
		01	00435	Innovation DuPage	5401001	Office Supplies	500.00	-
		01	00435	Innovation DuPage	5407001	Advertising Exps	25,000.00	-
		01	00435	Innovation DuPage	5501001	Conference/Meeting Exp- Local	15,000.00	-
		01	00435	Innovation DuPage	5909015	SS Copy Center/Signage	500.00	-
		01	00435	Innovation DuPage	5909016	SS Color Copies	1,000.00	-
		01	00435	Innovation DuPage	5909017	SS Fleet Copier/Special Paper	1,000.00	-
		01	00435	Innovation DuPage	5909018	SS USPS Postage	1,000.00	-
		01	14225	Continuing Education ED fund	5104501	Managerial Staff FT	-	77,500.00
		01	14225	Continuing Education ED fund	5299901	FT Allocated Employee Benefits	-	18,000.00
B009076 Subtotal							95,500.00	95,500.00
<i>To establish FY2018 budget for Innovation DuPage.</i>								
05/22/18	B009077	01	00233	Physical Education	5108002	Student Worker NON-CSWP	-	15,000.00
		01	00233	Physical Education	5299902	PT alloc Employee Benefits	-	300.00
		01	17100	Athletics	5108002	Student Worker NON-CSWP	15,000.00	-
		01	17100	Athletics	5299902	PT alloc Employee Benefits	300.00	-
B009077 Subtotal							15,300.00	15,300.00
<i>To adjust FY2018 and FY2019 budget to align with actual spending for student workers as a result of the FY2018 reorganization.</i>								
05/22/18	B009078	01	15215	Writing Assistance Center	5103044	Non-Teaching Assign-PT	19,000.00	-
		01	15215	Writing Assistance Center	5108002	Student Worker NON-CSWP	-	19,000.00
B009078 Subtotal							19,000.00	19,000.00
<i>To adjust budget to cover additional non-teaching assignments as a result of less qualified student worker availability.</i>								
05/22/18	B009079	01	00297	Art	5304001	Maintenance Services Exps	550.00	-
		01	00297	Art	5404002	Computer Software	-	2,110.00
		01	00297	Art	5409002	Non-Capital equipment	1,560.00	-
B009079 Subtotal							2,110.00	2,110.00
<i>To adjust budget to cover the repair of a kiln and replacement of a pottery wheel used in the Ceramics Department.</i>								
05/22/18	B009080	01	00069	Culinary	5401002	Instructional Supplies	-	5,000.00
		01	00069	Culinary	5409002	Non-Capital equipment	5,000.00	-
B009080 Subtotal							5,000.00	5,000.00
<i>To adjust budget to purchase a tabletop grinder/chopper used in the Culinary Department.</i>								
05/23/18	B009081	01	00161	Early Childhood Ed & Care	5502002	Mileage In District / In State	18.54	-
		01	00431	Dean - Soc & Behav Scien Libra	5503001	Travel - Out of State	-	18.54
B009081 Subtotal							18.54	18.54
<i>To adjust budget to cover additional In-State travel expenses.</i>								

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E. Budget Transfer Report

Date	Budget Adjustment Number	Fund	Dept. No.	Department Name	Object Number	Object Name	Debit	Credit
05/23/18	B009082	01	12061	Football	5309001	Other Contractual Services Exp	-	2,500.00
		01	12061	Football	5406001	Publications	-	500.00
		01	12061	Football	5409002	Non-Capital equipment	7,000.00	-
		01	12061	Football	5502001	Travel - In Dist / In State	-	1,000.00
		01	12061	Football	5502002	Mileage In District / In State	-	2,000.00
		01	12061	Football	5909015	SS Copy Center/Signage	-	1,000.00
B009082 Subtotal						Approval Level: Controller	7,000.00	7,000.00
<i>To adjust budget to cover the purchase of football equipment, coaches gear, and electronic wristbands.</i>								
05/23/18	B009083	05	64005	Massage Therapy CE	5501001	Conferenca/Meeting Exp- Local	20.00	-
		05	64005	Massage Therapy CE	5909018	SS USPS Postage	-	20.00
B009083 Subtotal						Approval Level: Controller	20.00	20.00
<i>To adjust budget to cover Sodexo expenses.</i>								
05/23/18	B009084	01	00444	Vice Pres Student Affairs Dept	5401001	Office Supplies	-	400.00
		01	00444	Vice Pres Student Affairs Dept	5405001	Books and Binding Costs	400.00	-
B009084 Subtotal						Approval Level: Controller	400.00	400.00
<i>To adjust budget to cover the purchase of fundraising books.</i>								
05/24/18	B009086	01	14005	Addison Center	5106003	Clerical Temporary	1,000.00	-
		01	14005	Addison Center	5108002	Student Worker NON-CSWP	-	1,000.00
B009086 Subtotal						Approval Level: Controller	1,000.00	1,000.00
<i>To adjust budget to hire occasional temporary worker to fill in for absent employees.</i>								
05/24/18	B009087	01	00773	Public Relations	5502001	Travel - In Dist / In State	-	800.00
		01	00773	Public Relations	5503001	Travel - Out of State	800.00	-
B009087 Subtotal						Approval Level: Controller	800.00	800.00
<i>To adjust budget to cover additional out-of-state travel expenses.</i>								
05/25/18	B009088	01	00389	Global Education	5309002	Honorarium Services	700.00	-
		01	00389	Global Education	5509001	Other Conf & Meeting Exp a	-	700.00
B009088 Subtotal						Approval Level: Controller	700.00	700.00
<i>To adjust budget to move anticipated expenses to correct account.</i>								
05/25/18	B009089	01	15165	Learning Technologies	5309001	Other Contractual Services Exp	-	7,000.00
		01	15165	Learning Technologies	5406002	Dues	7,000.00	-
B009089 Subtotal						Approval Level: Controller	7,000.00	7,000.00
<i>To adjust budget to cover dues for the State Authorization Reciprocity Agreement required to offer online courses to students who reside outside of Illinois.</i>								
05/25/18	B009090	01	00817	Research & Analytics	5108002	Student Worker NON-CSWP	744.00	-
		01	00817	Research & Analytics	5299902	PT alloc Employee Benefits	20.00	-
		01	00817	Research & Analytics	5501001	Conferenca/Meeting Exp- Local	-	764.00
B009090 Subtotal						Approval Level: Controller	764.00	764.00
<i>To adjust budget to cover the hiring of a summer student worker needed to assist in the storage and disposal of files required by the state of Illinois.</i>								
05/25/18	B009091	06	02600	DOT/IRS/VITA FY17-18	4309001	Other Federal Govt Sources	-	2,700.00
		06	02600	DOT/IRS/VITA FY17-18	5102003	Profess/Tech Staff, Temporary	1,200.00	-
		06	02600	DOT/IRS/VITA FY17-18	5299902	PT alloc Employee Benefits	24.00	-
		06	02600	DOT/IRS/VITA FY17-18	5401006	Other supplies	978.11	-
		06	02600	DOT/IRS/VITA FY17-18	5909015	SS Copy Center/Signage	497.89	-
B009091 Subtotal						Approval Level: Controller	2,700.00	2,700.00
<i>To adjust budget to actual award received.</i>								

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Date	Budget Adjustment Number	Fund	Dept. No.	Department Name	Object Number	Object Name	Debit	Credit	
05/25/18	B009092	01	00467	Counseling & Advising Transfer	5501001	Conference/Meeting Exp- Local	-	604.53	
		01	00467	Counseling & Advising Transfer	5503001	Travel - Out of State	604.53	-	
		01	00467	Counseling & Advising Transfer	5909017	SS Fleet Copier/Special Paper	-	350.00	
		01	00467	Counseling & Advising Transfer	5909019	SS Print Shop	350.00	-	
B009092 Subtotal							Approval Level: Controller	954.53	954.53
<i>To adjust budget to cover poster and college stationary printing.</i>									
05/25/18	B009093	01	00825	Marketing & Creative Services	5404001	Audio/Visual Materials	200.00	-	
		01	00825	Marketing & Creative Services	5404002	Computer Software	3,000.00	-	
		01	00825	Marketing & Creative Services	5404003	Postage	-	3,200.00	
B009093 Subtotal							Approval Level: Controller	3,200.00	3,200.00
<i>To adjust budget to cover the purchase of additional computer software and audio/visual covers.</i>									
05/25/18	B009094	01	00757	Financial Affairs	5909018	SS USPS Postage	-	1,259.00	
		01	00757	Financial Affairs	5909019	SS Print Shop	-	700.00	
		01	00758	Budget Office	5401006	Other supplies	95.00	-	
		01	00758	Budget Office	5406001	Publications	35.00	-	
		01	00758	Budget Office	5406002	Dues	50.00	-	
		01	00758	Budget Office	5501001	Conference/Meeting Exp- Local	-	1,371.00	
		01	00758	Budget Office	5502001	Travel - In Dist / In State	250.00	-	
		01	00758	Budget Office	5503001	Travel - Out of State	1,400.00	-	
		01	00758	Budget Office	5503002	Mileage O of Dist/O of State	400.00	-	
		01	00758	Budget Office	5909016	SS Color Copies	500.00	-	
		01	00758	Budget Office	5909017	SS Fleet Copier/Special Paper	600.00	-	
B009094 Subtotal							Approval Level: Controller	3,330.00	3,330.00
<i>To adjust budget to cover various unanticipated expenses related to the FY2018 establishment of the Budget Office.</i>									
05/25/18	B009095	01	15065	Learning Commons	5909015	SS Copy Center/Signage	500.00	-	
		01	15065	Learning Commons	5909019	SS Print Shop	-	500.00	
B009095 Subtotal							Approval Level: Controller	500.00	500.00
<i>To adjust budget to cover additional signage expenses.</i>									
05/25/18	B009096	01	00157	Diagnostic Med Sonography	5304091	Maintenance Services Exps	-	638.00	
		01	00157	Diagnostic Med Sonography	5401002	Instructional Supplies	-	3,212.00	
		01	00157	Diagnostic Med Sonography	5806001	Equipment - Instructional	3,850.00	-	
B009096 Subtotal							Approval Level: Controller	3,850.00	3,850.00
<i>To adjust budget to cover the purchase of a Sonography Transcranial Doppler.</i>									
05/25/18	B009097	01	15065	Learning Commons	5401001	Office Supplies	-	250.00	
		01	15065	Learning Commons	5401002	Instructional Supplies	250.00	-	
B009097 Subtotal							Approval Level: Controller	250.00	250.00
<i>To adjust budget to cover the purchase of additional instructional supplies.</i>									
05/25/18	B009098	01	00485	Enrollment Services	5103094	Overload Non-Teaching-FT	25,000.00	-	
		01	00485	Enrollment Services	5299902	PT alloc Employee Benefits	500.00	-	
		01	00485	Enrollment Services	5309001	Other Contractual Services Exp	-	13,500.00	
		01	00485	Enrollment Services	5406001	Publications	-	500.00	
		01	00485	Enrollment Services	5501001	Conference/Meeting Exp- Local	-	2,000.00	
		01	00485	Enrollment Services	5503001	Travel - Out of State	-	2,500.00	
		01	00485	Enrollment Services	5909018	SS USPS Postage	-	4,500.00	
		01	00485	Enrollment Services	5909019	SS Print Shop	-	2,500.00	
B009098 Subtotal							Approval Level: President	25,500.00	25,500.00
<i>To adjust budget to cover payment of full-time faculty working on Pathways Summer Planning teams.</i>									

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May 2018

Date	Budget Adjustment Number	Fund	Dept. No.	Department Name	Object Number	Object Name	Debit	Credit	
05/25/18	B009099	01	00825	Marketing & Creative Services	5404003	Postage	-	23,500.00	
		01	00825	Marketing & Creative Services	5806001	Equipment - Instructional	23,500.00	-	
	B009099 Subtotal						Approval Level: President	23,500.00	23,500.00
	<i>To adjust budget to cover the purchase of a UPS replacement unit.</i>								
05/31/18	B009100	01	00757	Financial Affairs	5409002	Non-Capital equipment	2,800.00	-	
		01	00757	Financial Affairs	5904001	Financial Charges & Adjust	-	2,800.00	
	B009100 Subtotal						Approval Level: Controller	2,800.00	2,800.00
	<i>To adjust budget to cover the purchase of a MC32NO Scanner System.</i>								
05/31/18	B009101	01	00297	Art	5306001	Office Services Exps	-	1,000.00	
		01	00297	Art	5409003	Shipping Charges	1,000.00	-	
	B009101 Subtotal						Approval Level: Controller	1,000.00	1,000.00
	<i>To adjust budget to cover an unanticipated increase in shipping expenses.</i>								
05/31/18	B009102	01	12301	Gahlberg Gallery	5402001	Printing Exps	650.00	-	
		01	12301	Gahlberg Gallery	5503001	Travel - Out of State	-	650.00	
	B009102 Subtotal						Approval Level: Controller	650.00	650.00
	<i>To adjust budget to cover the Gallery portion of the 18/19 Season Brochure.</i>								
05/31/18	B009103	01	12331	Performing Arts	5402001	Printing Exps	500.00	-	
		01	12331	Performing Arts	5501001	Conference/Meeting Exp- Local	-	500.00	
	B009103 Subtotal						Approval Level: Controller	500.00	500.00
	<i>To adjust budget to cover the Performing Arts portion of the 18/19 Season Brochure.</i>								

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June 2018

E. Budget Transfer Report

Date	Budget Adjustment Number	Fund	Dept. No.	Department Name	Object Number	Object Name	Debit	Credit	
TBD	TBD	03	39017	Remove Rev. Door/Add SRC NE Vss.	5804001	Building Remodeling Expense	5,000.00	-	
		03	39005	Emerging Projects	5804001	Building Remodeling Expense	-	5,000.00	
TBD Subtotal							Approval Level: Board of Trustees	5,000.00	5,000.00
<i>To adjust FY2019 project budget for SRC NE Door. Bids higher than initial projections.</i>									
TBD	TBD	03	39029	Library Media Room Renovation	5804001	Building Remodeling Expense	37,587.00	-	
		03	39005	Emerging Projects	5804001	Building Remodeling Expense	-	37,587.00	
TBD Subtotal							Approval Level: Board of Trustees	37,587.00	37,587.00
<i>To adjust FY2019 project budget for the Library Media Room Renovation. Bids higher than initial projections.</i>									

COLLEGE OF DuPAGE
 COMMUNITY COLLEGE DISTRICT NO. 502
 BUDGET TRANSFER FROM CONTINGENCY YEAR-TO-DATE THROUGH MAY 31, 2018
 FISCAL YEAR 2018

GENERAL FUND:

FROM:				TO:			
MONTH	ACCOUNT NUMBER	DESCRIPTION	Amount	ACCOUNT NUMBER	DESCRIPTION	AMOUNT	REASON
7/2017	01-90-00833-6000001	Contingency	\$ (83,000)	01-90-00833-5605001	General Insurance Exps	\$ 60,000	Item 8 from 6/22/2017 board meeting, to authorize the College to pay the FY2018 ICCRMC Billing.
				01-90-00835-5202001	Workers Compensation Ins	\$ 23,000	
10/2017	01-90-00833-6000001	Contingency	\$ (126,606)	01-10-00341-5806001	Equipment - Instructional	\$ 27,200	Item 8Q from 10/19/17 board meeting to authorize the College to use contingency funds to cover FY2017 carryover expenditures for the McAninch Arts Center, Public Safety, and MPTV groups.
				01-70-00697-5807001	Equipment - Service	\$ 32,722	
				01-90-00833-5909001	Other Expenditure	\$ 66,684	

CONTINGENCY ACCOUNTS - YEAR TO DATE	ORIGINAL BUDGET	TRANSFER IN	TRANSFER OUT	ADJUSTED BUDGET
Education Fund	\$ 2,000,000	\$ -	\$ 209,606	\$ 1,790,394
Total Contingency in General Fund	\$ 2,000,000	\$ -	\$ 209,606	\$ 1,790,394

College of DuPage
 Community College District No. 502
 ACCOUNTS PAYABLE REPORT
 May 2018

Professional and Legal Services for approval to be paid in June 2018

Duggan Bertsch	May 2018 Services	\$	6,666.66
Duggan Bertach	April 2018 Services	\$	15,039.00
DrinkerBridle&Reath	April 2018 Services	\$	21,480.00
Rathje Woodward LLC	April 2018 Services	\$	22,368.26
	Total	\$	65,553.92

College of DuPage
 Community College District No. 502
 ACCOUNTS PAYABLE REPORT
 GROUP TRAVEL REQUESTS \$15,000 OR GREATER
 May 2018

Employee Name	Request ID	Request Date	Request Name	Request Description	Group Travel Category	Estimated Travel Amount
Sirvatka, Paul	3N7G	04/16/18	T-Storm Lab Field Study Trip 1	Study Earth 1112 - Trip 1 2018 (Participant Paid)	Field Studies	\$ 10,525.00
Sirvatka, Paul	3N7H	04/16/18	T-Storm Lab Field Study Trip 2	Study Earth 1112 - Trip 2 2018 (Participant Paid)	Field Studies	\$ 10,525.00
Sirvatka, Paul	3N7J	04/16/18	T-Storm Lab Field Study Trip 3	Study Earth 1112 - Trip 3 2018 (Participant Paid)	Field Studies	\$ 10,525.00
				Total		\$31,575.00

College of DuPage
 Community College District No. 502
 ACCOUNTS PAYABLE REPORT
 INDIVIDUAL EMPLOYEE TRAVEL REQUESTS \$5,000 OR GREATER
 May 2018

Employee Name	Request ID	Request Date	Request Name	Request Description	Travel Category	Estimated Travel Amount
				Total		\$0.00



**COLLEGE OF DuPAGE
SPECIAL BOARD MEETING**

BOARD APPROVAL

1. **SUBJECT**

Financial Reports: AlphaGraphics - Wheaton

2. **REASON FOR CONSIDERATION**

In previous meetings of the Board of Trustees, Secretary Fenne has publicly disclosed her intent to abstain from voting upon motions to approve the College's Financial Reports whenever those reports reflect payments to AlphaGraphics of Wheaton, Illinois. In disclosing her intent to abstain, Secretary Fenne has read a statement in substantially the following form:

As it relates to the Policy Manual – Board Policy 15-28 I would like to publicly disclose my employment at AlphaGraphics Wheaton. The current Financial Reports of the College of DuPage reflect a payment to Alpha Graphics Wheaton. My employer has had a relationship with the College of DuPage for several years prior to my election to the Board and regularly directs invoices for completed projects to the College. It is my wish to always be transparent and ethical in my actions, therefore I will abstain from voting on these Financial Reports.

As a result of Secretary Fenne's abstentions, however, she has been precluded from voting upon any portion of the Financial Reports whenever an AlphaGraphics item has been included. To remedy this problem of overbreadth, it is proposed that, whenever an AlphaGraphics item is to be included in the Financial Reports, a separate board item pertaining only to a separate AlphaGraphics Financial Report be included on the meeting Agenda. This will permit Secretary Fenne to exercise her discretion to abstain from voting as to this item only, not to the entirety of the Financial Reports.

3. **BACKGROUND INFORMATION**

During the month of May 2018, disbursements to AlphaGraphics – Wheaton included:

AP TYPE	PAYEE	CHECK DATE	CHECK NO.	AMOUNT	DESCRIPTION
Invoice <\$15,000	Alphagraphics Wheaton	5/09/2018	IM*0235382	\$ 168.00	Printing Expense

4. **RECOMMENDATION**

That the Board of Trustees approves the disbursements for AlphaGraphics – Wheaton.

Staff Contact: Brian Caputo, VP Administration, CFO and Treasurer
Scott Brady, Controller

BOARD APPROVAL

SIGNATURE PAGE FOR
FINANCIAL REPORTS – ALPHAGRAPHSICS – WHEATON

ITEM(S) ON REQUEST:

**THAT THE BOARD OF TRUSTEES APPROVES THE FINANCIAL REPORTS –
ALPHAGRAPHSICS - WHEATON FOR THE PERIOD ENDED MAY 31, 2018**

BOARD CHAIRMAN

DATE

BOARD VICE-CHAIRMAN*

DATE

* Secretary Fenne abstained from voting on this item and provided the following statement:
“As it relates to the policy manual of the Board of Trustees, Policy 15-28, I would like to publicly disclose my employment at AlphaGraphics Wheaton. This item pertains to a current financial report of the College of DuPage reflecting a payment to Alphagraphics Wheaton. My employer has had a relationship with the College of DuPage for several years prior to my election to the Board and regularly directs invoices for completed projects to the College. It is my wish to always be transparent and ethical in my actions. Therefore, I will abstain from voting on this Financial Report.”



**COLLEGE OF DuPAGE
REGULAR BOARD MEETING**

BOARD APPROVAL

1. SUBJECT

FY 2019 (July 1, 2018 through June 30, 2019) Compensation for President Ann Rondeau

2. REASON FOR CONSIDERATION

Board action is required to approve the President's compensation

3. BACKGROUND INFORMATION

President Ann Rondeau's current employment agreement starting July 1, 2016 and ending June 30, 2019 states that for the period of July 1, 2016 through June 30, 2017, the President received an annualized salary of \$325,000.00. (See Exhibit A).

On June 22, 2017, the Board of Trustees approved an increase in the amount of the CPIU plus 1/2 %, for a total of 2.6% effective July 1, 2017 through June 30, 2018 for an annualized salary of \$333,450.00.

Additionally, President Ann Rondeau's current employment agreement states that for each subsequent year of the Agreement, starting on or after July 1, 2017, the President's annual salary shall be increased in an amount to be decided by the Board. In no event will such annual salary adjustment result in providing the President with more than six percent (6%) increase in total creditable earnings for any contract year. In addition, legislation was recently passed that would lower the SURS penalty from 6% to 3% for contracts effective as of July 1, 2018.

Dr. Rondeau will present her salary request to the Board, as supported by the 2018 Outcomes Report (to be provided at the Board Meeting).

To further consider, the Board of Trustees has approved FY 2019 compensation increases of 2.6% to the salary schedule pools for both the unionized and non-unionized employee groups. This is equivalent to the Urban Consumer Price Index-CPI-U (as published by the Bureau of Labor Statistics (BLS) for December of the year prior to the increase) plus .5%.

4. RECOMMENDATION

That the Board of Trustees approves President Ann Rondeau's salary beginning July 1, 2018 and ending June 30, 2019 as follows:

The President shall receive a _____% increase to her current salary of \$333,450.00 resulting in a new annualized salary of \$_____.

Consistent with the salary pools of other compensation groups at the College of 2.6% for FY 2019 as referenced in Section 3, the Chairman recommends that the Board motion and resolution for adoption should read, "The President shall receive a 2.6% increase to her current salary of \$333,450.00 resulting in a new annualized salary of \$342,119.70."

Staff Contact: Mia Igyarto, Interim Vice President, Human Resources

BOARD APPROVAL

SIGNATURE PAGE

FY 2019 Compensation for President Ann Rondeau

ITEM(S) ON REQUEST

That the Board of Trustees approves President Ann Rondeau's salary beginning July 1, 2018 and ending June 30, 2019 as follows:

The President shall receive a 2.6% (or other amount of _____ %) increase to her current salary of \$333,450.00 resulting in a new annualized salary of \$342,119.70 (or other amount of \$_____).

Staff Contact: Mia Igyarto, Interim Vice President, Human Resources

Board Chairman _____ Date _____

Board Secretary _____ Date _____

Exhibit A

PRESIDENT'S EMPLOYMENT AGREEMENT

THIS AGREEMENT made this 5th day of May, 2016 by and between the Board of Trustees of Community College District No. 502, Counties of DuPage, Cook and Will, State of Illinois (the "Board" or the "College"), and Ann Rondeau (the "President" or "Dr. Rondeau").

A. EMPLOYMENT

1. The Board hereby employs the President for the period starting July 1, 2016 and ending, June 30, 2019.
2. The President hereby accepts such employment and will devote her full time, skill, labor and attention, to the performance of the duties of the Office of the President of the College, provided that the President may undertake consultative work, speaking engagements, writing, lecturing, outside board memberships or other education related professional duties and obligations which enhance the reputation of the College and do not affect the President's performance of employment obligations hereunder. The President agrees that any such outside work will not create a conflict with the duties of the President, that the total number of hours expended on such projects will not exceed 40 hours per semester and that such outside work will be disclosed, in writing, to the Board in advance; nor will the President perform any work by or on behalf of any vendor or potential vendor of the College. Upon request of the President, the Board may approve, in advance, the President's expenditure of more than 40 hours per semester.
3. The President waives any right to tenure in the College by virtue of entering into this multi-year Agreement and any conditions thereto.

B. SALARY AND SURS

1. The President will receive a salary for the period from July 1, 2016 through June 30, 2017 in a pro-rata bi-weekly amount that is equal to an annualized salary of THREE HUNDRED TWENTY-FIVE THOUSAND Dollars (\$325,000.00).
2. For each subsequent year of this Agreement, starting on or after July 1, 2017, the President's annual salary shall be increased in an amount to be decided by the Board. In no event will such annual salary adjustment result in providing the President with more than a six percent (6%) increase in total creditable earnings for any contract year used by the State Universities Retirement System ("SURS") for annuity calculation purposes.

3. The Board and President acknowledge and agree that any salary and/or compensation increases that the President receives under this Agreement are not intended to exceed the SURS six percent (6%) cap on annual creditable earnings increases for any contract year which is used by SURS to calculate the President's final rate of earnings ("FRE") for SURS retirement annuity purposes. The Board reserves the right to adjust the compensation and/or benefits provided under this Agreement to prevent the Board from exceeding, and/or address the consequences of having exceeded, the SURS six percent (6%) annual earnings cap.

C. BENEFITS

1. Administrative Employee Benefits

The President will be provided all privileges, leaves, sick leave, the SURS contribution and the SURS retiree health insurance and other fringe benefits not specifically enumerated herein which are commonly extended to all other administrative personnel of the College, and on the same terms, to the extent that such benefits do not conflict with any other terms set forth herein.

2. Medical Insurance

The President shall pay the premium cost of participation by the President, her spouse and any eligible dependents enrolled in the College's group medical insurance program, including improvements or modifications of same and any optional or elective costs for dental or vision insurance coverage. In addition, the College will pay for one complete physical examination per year for the President to the extent not paid by insurance.

If at any time during the term of this Employment Agreement, a change in federal or state laws or regulations becomes effective, or enforcement of any such provisions commences, which would subject the College to an employer penalty, tax, fee or surcharge related to the health insurance benefits provided in this Agreement, the parties agree to re-open this Agreement to revise the affected health insurance benefits provisions to address or eliminate any such penalties, fees surcharges or taxes imposed on the College.

3. Deferred Compensation Plans

The President will be eligible to participate in the College's qualified tax-sheltered annuity plan, established pursuant to Section 403(b) of the Internal Revenue Code, subject to the terms of the plan and applicable law. The Board, in its sole discretion, may decide to make contributions to the 403(b) plan for the benefit of the President. The contribution amount, if any, will be determined annually by the

Board. The payments by the College into such fund will not exceed the amounts paid by the College for other administrative personnel.

The President will also be eligible to participate in the College's 457(b) deferred compensation plan, established pursuant to Section 457(b) of the Internal Revenue Code, subject to the terms of the plan and applicable law. No employer contributions are made under the 457(b) plan.

Further, this Section C.3 is subject to the SURS limitations set forth in Sections B.2 and B.3 of this Agreement.

4. Computer and Internet Access

The Board will provide the President with a laptop computer or laptop and high-speed internet access from home, in order to assist the President in performance of her job duties. Upon termination of employment, the laptop will be returned to the College and the College will cease to pay for such high-speed Internet access.

The President agrees that she will not, under any circumstances, erase or reset the computer or laptop. All data will be transferred or "synched" to the College's computer system by College personnel on a regular basis.

5. Other Business-Related Expenses

By October 1, 2016, and 90 days before the beginning of each fiscal year for each year thereafter, the President will present to the Board for discussion and vote at a public meeting a budget for the proposed business expenses the President expects to incur in that fiscal year. The Board anticipates that such expenses for potential reimbursement may include:

- a. Reasonable out-of-pocket expenses that the President incurs for travel and other activities undertaken by the President on behalf of the College; and for reasonable cell phone expenses for one cell phone to facilitate the performance of the President's job duties.
- b. The Board's reimbursement of such expenses will be subject to the President's monthly submission of appropriate expense reports and substantiating documentation, and reasonable review and approval by the Board Chair and/or the Board at a public meeting.
- c. The President will be eligible to attend and participate in educational conferences, conventions, workshops, seminars, and similar professional activities and events, subject to reasonable review and approval by the Board Chair and/or the Board at a public meeting. The Board will reimburse the President for reasonable, out-of-pocket expenses incurred by

the President in connection with such approved activities and events, in a manner equivalent to those commonly extended to all other College of DuPage administrative personnel and/or faculty.

d. Association dues. The Board expects the President to engage in activities with local service and civic organizations within the boundaries of the District. The Board will pay any such association and club membership dues incurred by the President as are approved by the Board at a public meeting, provided that, if any membership dues exceed \$500 per year, or \$5000 per year in total, the President will separately justify the reasoning for the expense. Similarly, if dues are incurred in connection with potential fundraising efforts, the President will annually provide to the Board a detailed description of the efficacy of the fundraising stated to be tied to the organizational membership.

6. Moving Expenses

a. The Board will pay the reasonable packing and moving expenses for the relocation of the President's household items from her current residence to a residence within the District 502 boundaries. To facilitate payment, the President will obtain and provide to the Board three estimates/bids from three moving companies with respect to the move and the Board will provide payment to the company with the lowest responsible bid.

b. If necessary, the Board will reimburse the President for up to six (6) months from the start date of this Agreement for temporary housing at a cost not to exceed Two Thousand Dollars (\$2,000) per month, provided that the Board is willing to make arrangements for temporary living space at the Inn at Water's Edge at no further cost to the President for a period of up to 60 days.

c. If necessary, the Board will pay travel expenses for the President to make up two (2) visits to the DuPage County, Illinois area for the purpose of securing housing and/or meeting with the Board and College staff between the date of this Agreement and the commencement of employment on July 1, 2016, to facilitate an effective transition. In the event that the President is on campus prior to July 1, for a full workweek for such transition purposes, the President will receive additional pay of \$6,000/week, for an amount not to exceed \$12,000, to be added to the initial pay period received as part of the first July 1 pay period.

D. POWERS AND DUTIES

1. Authority and Responsibilities

The President is the Chief Executive Officer of the College. She will have charge of the administration of the College under policies established by the Board, direct and assign, place and transfer all employees in accordance with State law and Board policy, and organize and administer the affairs of the College as best serves the College consistent with Board policy and the Illinois Community College Act, while exercising her reasonable discretion. The President's responsibilities will include the following:

- a. Fund raising, development; public and alumni relations.
- b. Institutional, faculty, and educational leadership.
- c. Long range planning; formulating the budget; supervision of institutional buildings, grounds and equipment.
- d. Administration of the affairs of the College as best serves the College consistent with Board policy.
- e. Student recruitment and services; faculty recruitment.
- f. Recommending appointments, promotion and dismissal of faculty and staff in accordance with State law and Board policy.

In the exercise of her duties, the President is authorized to exercise all necessary powers and authority incidental thereto.

2. Administration

The President is authorized to organize, reorganize and arrange the administrative and supervisory staff of the College in accordance with State law and Board policy. The administration of the instruction and business affairs will be lodged with the President subject to the approval of the Board. The responsibility for the selection, placement and transfer of personnel will be with the President in accordance with State law and Board policy. The Board and its individual members will refer all criticism, complaints and suggestions regarding instruction, business affairs or the administration or instructional staff of the College to the President for study, report and recommendation, or as otherwise consistent with Board Policy (*e.g.*, whistleblower policy). Provided, however, that the Board and its individual

members will have the ultimate responsibility for addressing criticism, complaints and suggestions regarding the President's performance. Further, no act by the President will in any way conflict with the authority or the duties of the Board as outlined in any Illinois law applicable to community colleges.

3. Fiduciary Duty

During her employment, the President will devote substantially all of her professional time, attention, skills and energy to the performance of her responsibilities as President of the College. The President will perform such responsibilities professionally, in good faith, and to the best of her abilities.

4. Teaching

During her employment, the President may elect to teach a course for which she is qualified. She will do so only upon approval of the Board and in compliance with all College policies.

E. EVALUATION

1. The President will propose specific written annual performance goals and proposals for measuring progress in achieving those goals for the following twelve (12) month contract year for review and approval by the Board. For the first contract year, the President will initiate the goal-setting process as soon as reasonably practicable. The Board will meet with the President to review the performance goals. The Board will have the ultimate authority to establish and approve the annual performance goals for each contract year.
2. By October 1 of each year of this Agreement, starting October 1, 2016, the President will provide the Board with a written, detailed status report of progress toward the written goals and objectives of the Board, and as to the condition of the College.
3. On or before December 1 of each year beginning December 1, 2016, the President will be evaluated by the entire Board in closed session with the President present. The Board will provide the President with a written evaluation.
4. In evaluating the President, the Board will consider the President's powers and duties as set forth herein, the goals and objectives established by the parties and approved by the Board under this Section E, and any other reasonable and applicable criteria as determined in the evaluation process. As part of the evaluation process, the goals and objectives for the following Agreement year will be established.

F. TERMINATION

1. This Agreement and the employment relationship between the Board and the President may be terminated for any of the following reasons.
 - a. Mutual agreement upon such terms and conditions agreed to in writing by the Board and the President.
 - b. Retirement of the President.
 - c. Resignation of the President, provided, however, the President gives the Board at least six (6) months prior written notice of the proposed resignation, unless the Board agrees in writing to accept a shorter period.
 - d. Disability, as certified by a physician selected by, or acceptable to, the Board, which renders the President unable to perform the essential duties of her job, with or without reasonable accommodation.
 - e. Death of the President.
 - f. Termination for good and just cause. For purposes of the Agreement, "good and just cause" means the following:
 - (1) The President's material failure or refusal to perform her duties hereunder, for any reason other than mental or physical incapacity;
 - (2) Misconduct by the President, outside the scope of her employment by the College hereunder, which is detrimental to the reputation of the President in the community;
 - (3) Misconduct by the President, outside the scope of her employment by the College hereunder, which is materially detrimental to the reputation of the Board or the College in the community.
 - (4) The Board's right to terminate this Agreement for good and just cause pursuant to this Section of this Agreement will be exercised by the affirmative vote of the Board in favor of the President's dismissal for good and just cause, and the giving of written notice to the President specifying in detail the grounds for such termination. Upon the President's receipt of written notice from the Board pursuant to this Section, the

President has the right to appear before a quorum of the members of the Board, at a meeting conducted in closed session, to discuss the grounds asserted by the Board.

- (5) The Board may terminate this Agreement by written notice to the President at any time after the President has exhausted her accumulated health leave and she has been absent from employment for a period of ninety (90) days out of one-hundred twenty (120) consecutive calendar days.

The Board reserves the right to require the President to submit to a medical examination, either physical or mental, whenever the Board deems that the President may be disabled. Such examination will be performed by a physician licensed to practice medicine in all its branches, which is selected and paid by the Board. The President expressly agrees that the physician will prepare a detailed report of the state of her health and submit it to the Board of Trustees.

2. In the event that this Agreement is terminated for cause or any other reason, the Board will not grant the President any severance payment in excess of one (1) year as provided in Section 805/3-65 of the Illinois Public Community College Act. The Board's decision to terminate this Agreement in accordance with this paragraph F does not obligate the Board to pay any severance compensation to the President upon termination; however, in no circumstances will any severance agreement for any reason exceed an amount that is 75% of the annual base salary as defined in Paragraph B1, above.

G. INDEMNIFICATION

The Board will indemnify, defend, and hold the President harmless from and against any and all claims, demands, suits, debts, actions, causes of action, costs, expenses, damages and liabilities suffered, sustained or incurred by the President as the result of, or arising out of, or asserted against the President because of the performance of her duties and responsibilities as the President of the College.

H. NOTICE

All notices required by this Agreement will be in writing and delivered as follows:

If to the Board, to:
Chairman of the Board of Trustees
Deanne M. Mazzochi, or her successor
College of DuPage

425 Fawell Blvd.
Glen Ellyn, Illinois 60137

with a copy to:

General Counsel
College of DuPage
425 Fawell Blvd.
Glen Ellyn, Illinois 60137

and an electronic copy to:
boardoftrustees@cod.edu

If to the President, to:
OFFICE OF THE PRESIDENT
COLLEGE OF DUPAGE
425 FAWELL BLVD.
GLEN ELLYN, ILLINOIS 60137

or as otherwise directed by a party in a notice issued pursuant to this provision. All notices will be given personally, or via a national overnight delivery service, or via certified mail, postage prepaid, return receipt requested. A notice delivered personally will be deemed to have been given on the date on which it is so delivered. A notice sent via a national overnight delivery service will be deemed delivered on the next business day following its date of dispatch. A notice sent by certified mail will be deemed to have been delivered three (3) business days after it is properly deposited in a U.S. Postal Service depository.

I. SAVINGS CLAUSE

This Agreement will be interpreted and enforced in accordance with the laws of the State of Illinois. The provisions of this Agreement are intended to be interpreted and enforced in a manner which renders them valid and enforceable. In the event that any provision of this Agreement is found to be invalid or unenforceable, such provision will be modified to the extent and in the manner which a court of competent jurisdiction deems reasonable, and thereupon enforced upon such terms. If any such provision is not so modified, it will be deemed stricken from this Agreement without affecting the validity and enforceability of any of the remaining provisions hereof.

J. APPLICABLE LAW

This Agreement will be construed in accordance with any provisions of the Illinois Community College Act, as amended. If the terms of this Agreement conflict with the provisions of that Act, now or as amended, then the terms of the Act will control.

K. ENTIRE AGREEMENT

This Agreement contains the entire agreement of the parties and supersedes all prior discussions, representations, commitments, and agreements between the parties with respect to the subject matter hereof. No modification or amendment of this Agreement will be deemed valid unless in writing properly approved and authorized by the Board Chair and signed by the President.

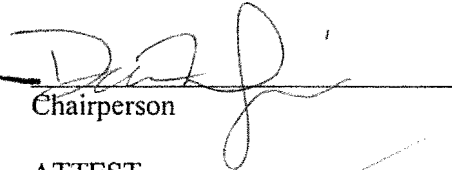
IN WITNESS WHEREOF, the parties have executed this Agreement as of the

MAY 3, 2016

PRESIDENT



**BOARD OF TRUSTEES, Community
College DISTRICT NO. 502, Counties of
DuPage, Cook and Will,
STATE OF ILLINOIS**


Chairperson

ATTEST


Secretary

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