



**Regular Meeting of the  
Board of Trustees**

**Agenda**

**Tuesday, June 18, 2024**

- I. CALL TO ORDER** June 18, 2024 at 6:30 p.m.  
Boardroom, A-300
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL**
- IV. APPROVAL OF BOARD MINUTES – VOLUME LX**  
Minutes of the Regular Board Meeting of May 21, 2024, No. 16  
Minutes of the Board Decennial Committee Meeting of May 21, 2024, No. 17
- V. COMMENTS ON THIS AGENDA**
- VI. CITIZEN PARTICIPATION**
- VII. REPORTS/ANNOUNCEMENTS – Employee Groups**
- VIII. STUDENT SENATE REPORT**
- IX. BOARD COMMITTEE REPORTS**  
A. Academic Affairs/Student Affairs  
B. Finance/Maintenance & Operations
- X. ADMINISTRATIVE REPORT**
- XI. PRESIDENT’S REPORT**
- XII. CHAIRMAN’S REPORT**
- XIII. NEW BUSINESS**
- A. Board Policy – Second Reading (Waive First Reading)  
Student Affairs 5115 Residency
- B. Action Exhibits  
17055 Budget Transfers  
17056 Approval of Fiscal Year 2025 Tentative Budget  
17057 Renewal of Treasurer’s Bond  
17058 Canon Solutions America, Inc. Equipment Purchase and Maintenance Agreement

- 17059 Five-Year Agreement with IEA-NEA Adjunct Faculty, 2024-2029
- 17060 Six-Year Agreement with Part-Time Illinois Council of Police (ICOPS), 2024-2030
- 17061 Seven-Year Agreement with Full-Time Illinois Council of Police (ICOPS), 2024-2031
- 17062 Certification of Final Completion and Authorization of Final Payment for the Respiratory Therapy Lab Project
- 17063 Certificate of Final Completion and Authorization of Final Payment for the Walk-In Freezer/Cooler Replacement Project
- 17064 Certificate of Final Completion and Authorization of Final Payment for the Tower & Pumps Replacement Project
- 17065 Certificate of Final Completion and Authorization of Final Payment for the Childcare Playground Renovation Project
- 17066 Certificate of Final Completion and Authorization of Final Payment for the R-221 Renovation Project
- 17067 Professional Services Agreement with Dorgan, Butcher & Phelps LLC
- 17068 S.E.E.D. Student Community Employment Experience – DA Valley Rescue Ministry/Christian Valley Baptist Church
- 17069 Child Development Center Tuition Increase
- 17070 Triton Tutoring Services at Oak Park Community Recreation Center
- 17071 Renewal Agreement with CDW-G for Barracuda Total Email Protection
- 17072 Renewal Agreement with Heartland Business Systems for CrowdStrike Falcon Complete Software and Monitoring
- 17073 Renewal of Service Agreement with People Admin, Inc.
- 17074 Agreement with Shaker Recruitment, Advertising, and Communications
- 17075 Agreement with View Transit
- 17076 Agreement with Hubbard Chicago - 2060 Digital Advertising
- 17077 Agreement with Hubbard Chicago – 101.9 The Mix
- 17078 Agreement with Effectv – a Comcast Company for Digital and Television
- 17079 Agreement with Univision Communications Inc.
- 17080 Agreement with SHI International Corp.

C. Purchasing Schedules

D. Bills and Invoices

E. Closed Session – To discuss and consider the hiring, discipline, performance, and compensation of certain personnel, matters of collective bargaining, acquisition of real property, and matters of pending, probable, or imminent litigation.

F. Human Resources Report

\*Administrative Contracts

- Mary-Rita Moore, President
- Yolonda Truman, Associate Dean of Nursing
- Melissa Ramirez Cooper, Director of Communications
- Panos Hadjimitsos, Dean of Business & Technology

**XIV. COMMUNICATIONS – INFORMATION**

- A. Human Resources Information Materials
- B. Informational Material

**XV. ADJOURNMENT**

\*Contracts are posted on the Triton College Board of Trustees Website under Meeting Schedule (<https://www.triton.edu/about/administration/board-of-trustees/>).

### **CALL TO ORDER/ROLL CALL**

Chairman Mark Stephens called the regular meeting of the Board of Trustees to order in the Boardroom at 7:02 p.m. Following the Pledge of Allegiance, roll call was taken.

Present: Mr. Luke Casson, Ms. Kailee Harper, Mr. Tracy Jennings, Mr. Glover Johnson, Mrs. Elizabeth Potter, Mr. Rich Regan, Mr. Mark Stephens, Ms. Diane Viverito.

### **APPROVAL OF BOARD MINUTES**

Mr. Casson made a motion, seconded by Mr. Johnson, to approve the minutes of the Organizational Board Meeting of April 16, 2024 and the Regular Board Meeting of April 16, 2024. Voice vote carried the motion unanimously.

### **COMMENTS ON THIS AGENDA**

Chairman Stephens requested that Administrative Reports be moved up on the agenda to accommodate the students present; there were no objections.

### **CITIZEN PARTICIPATION**

None.

### **ADMINISTRATIVE REPORT**

Scholars Program: Dr. Michael Flaherty, Scholars Program Director, reported that the program had an outstanding year. He introduced five students, all of whom have a grade point average of 3.9 or higher, all are graduating this week two years out of high school, and all are transferring to a university next year. Mia DeLeon attended East Leyden High School, volunteered with the Animal Care League, and is a member of the Art Club. She will attend DePaul University majoring in psychology with a \$16,000 scholarship. Adrian Lamb is from Oak Park River Forest High School, volunteered at Beyond Hunger, and has been involved in Active Minds, TRIUMPH, SURGE, TCSA, and as an orientation leader. He will attend Dominican on a \$51,000 scholarship to study biological science.

Jordy Pinero is from East Leyden High School volunteered with Housing Forward and the Animal Care League, and is transferred to University of Illinois Chicago, studying computer science. Rafael Rojas attended Elmwood Park High School and has served as an embedded tutor and on the Student Development Committee. He will be studying applied mathematics and computer science, and while waiting to hear from Georgetown, has been accepted at the University of Illinois. Ana Zulkowski moved to this district from Nebraska and volunteered at Hephzibah Children's Association and Empowering Gardens. She will be studying graphic design at Elmhurst University on a \$24,000 scholarship.

Dr. Flaherty thanked the Board of Trustees, President, and administration for their support of the Scholars Program, noting that there will be some marketing of the program to make it available to a greater number of students. Chairman Stephens thanked Dr. Flaherty, who has headed the Scholars Program since 2006, for the fantastic job he is doing.

Police Swearing-In: Police Chief Austin Weinstock issued the oath of office to Police Officer Otoniel Rodriguez.



Good Samaritan Award and Health Care Hero Award: On behalf of the Village of River Grove, Bill Justiz presented a Good Samaritan Award to Deon White and a Health Care Hero Award to Laura Hill. During a staff medical emergency last month, these employees, along with several students, stepped up with favorable results.

### **REPORTS/ANNOUNCEMENTS – Employee Groups**

Faculty Association President Leslie Wester reported that faculty had a wonderful spring semester and enjoyed the commencement ceremony.

Adjunct Faculty Association President Bill Justiz thanked the administration and Board for the generous contract, and he hopes to see it come forward to the Board next month.

### **STUDENT SENATE REPORT**

None.

### **BOARD COMMITTEE REPORTS**

#### Academic Affairs/Student Affairs

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

#### Finance/Maintenance & Operations

Mrs. Potter reported that the committee met on May 8 and reviewed twenty-seven new business items and six Purchasing Schedules. All items were unanimously approved and sent to the Board with a recommendation for approval.

### **PRESIDENT'S REPORT**

President Mary-Rita Moore commented on the many events which have taken place since the Board last met, including the college's 60<sup>th</sup> Anniversary celebrations, fine arts student performances, Nursing Pinning, WEI Celebration, and Commencement. President Moore proudly reflected on the good work done here at Triton College, congratulating and thanking everyone for their work in supporting students and community.

### **CHAIRMAN'S REPORT**

Chairman Stephens commented on his enjoyment of this meeting with the student celebrations, and on his honor to serve.

### **NEW BUSINESS**

#### ACTION EXHIBITS

#### **17026 Board of Trustees Travel**

Ms. Viverito made a motion, seconded by Mr. Regan, to approve the Board of Trustees Travel.

Roll Call Vote:

Affirmative: Mr. Casson, Ms. Harper, Mr. Jennings, Mr. Johnson, Mrs. Potter, Mr. Regan, Ms. Viverito, Mr. Stephens.

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

- 17027 Budget Transfers**
- 17028 Resolution Authorizing Public Hearing on Proposed FY 2025 Budget**
- 17029 Housing Agreement with Concordia University**
- 17030 Vendor Limit Increase to Enterprise Rent-A-Car**
- 17031 Green Way Energy Electric Vehicle Charging Station Purchases**
- 17032 Professional Service Agreement with the Sonnenshein Groupe**
- 17033 Renewal Agreement with Watermark Insights, LLC**
- 17034 Renewal Agreement with Integrated Document Technologies, Inc. (IDT) for Capsys Capture and Filebound**
- 17035 Rave Mobile Safety Service Agreement**
- 17036 Heartland Business Systems – Purchase of Computer Hardware, Software, and Peripherals**
- 17037 American Digital – Purchase of Network Hardware**
- 17038 CDW Government – Purchase of Computer Software and Peripherals**
- 17039 Usablenet Service Renewal**
- 17040 MOU with North East Multi-Regional Training, Inc.**
- 17041 District 97 Career Exploration Camp**
- 17042 Friday Night Place Career Exploration Camp**
- 17043 Amendment to Gottlieb Agreement**
- 17044 GED Course Fees**
- 17045 Parchment LLC for Transcript Delivery Services**
- 17046 NILRC Library Membership & Database Purchases**
- 17047 CARLI Library Membership & Database Purchases**
- 17048 Agreement with Sign Language Interpreters Inc.**
- 17049 Student Community Employment Experience with Oak Park Art League**
- 17050 Agreement with iHeart Media – Digital Advertising**
- 17051 Agreement with iHeart Media – Radio**
- 17052 Agreement with Interstate Outdoor Advertising**
- 17053 Agreement with Total Traffic and Weather Network**
- 17054 Curriculum Recommendations**

Mr. Jennings made a motion, seconded by Mrs. Potter, to approve the remaining Action Exhibits. Voice vote carried the motion unanimously.

#### PURCHASING SCHEDULES

- B46.13 Districtwide Combined Schedule of Classes – Fall 2024**
- B46.14 Continuing Ed Guide – Fall 2024**
- B46.15 2025 Ford Police Interceptor Explorer**
- B46.16 2024 Ford Transit Service Van**
- B46.17 2024 Ford F-350 Dump Truck**
- B46.18 Heat Pump Replacements – T Building**

Ms. Viverito made a motion, seconded by Mrs. Potter, to approve the Purchasing Schedules. Voice vote carried the motion unanimously.

**BILLS AND INVOICES**

Ms. Viverito made a motion, seconded by Mrs. Potter, to pay the Bills and Invoices in the amount of \$7,333,106.05.

Roll Call Vote:

Affirmative: Mr. Casson, Ms. Harper, Mr. Jennings, Mr. Johnson, Mrs. Potter,  
Mr. Regan, Ms. Viverito, Mr. Stephens.

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

**CLOSED SESSION**

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

Roll Call Vote:

Affirmative: Mr. Casson, Ms. Harper, Mr. Jennings, Mr. Johnson, Mrs. Potter,  
Mr. Regan, Ms. Viverito, Mr. Stephens.

Motion carried 7-0 with the Student Trustee voting yes. The Board went into Closed Session at 7:38 p.m.

**RETURN TO OPEN SESSION**

Mr. Stephens left at 8:22 p.m. and Ms. Viverito assumed the role of Chair for the remainder of the meeting.

Mr. Johnson made a motion to return to Open Session, seconded by Mrs. Potter.

Roll Call Vote:

Affirmative: Mr. Casson, Ms. Harper, Mr. Jennings, Mr. Johnson, Mrs. Potter,  
Mr. Regan, Ms. Viverito.

Absent: Mr. Stephens.

Motion carried 6-0 with the Student Trustee voting yes. The Board returned to Open Session at 8:22 p.m.

**HUMAN RESOURCES REPORT**

**1.0 Faculty**

Mr. Johnson made a motion, seconded by Mr. Casson, to approve pages 1 – 6 of the Human Resources Report, item 1.1.01 through 1.4.02. Voice vote carried the motion unanimously.

**2.0 Adjunct Faculty**

Mr. Johnson made a motion, seconded by Mr. Casson, to approve pages 7 – 8 of the Human Resources Report, items 2.1.01 through 2.5.03. Voice vote carried the motion unanimously.

**3.0 Administration**

Mr. Johnson made a motion, seconded by Mr. Casson, to approve page 9 of the Human Resources Report, items 3.1.01 through 3.2.01. Voice vote carried the motion unanimously.

**4.0 Classified, Police & Engineers**

Mrs. Potter made a motion, seconded by Mr. Jennings, to approve pages 10 and 11 of the Human Resources Report, items 4.1.01 through 4.7.02. Voice vote carried the motion unanimously.

**5.0 Mid-Management**

Mr. Jennings made a motion, seconded by Mr. Johnson, to approve pages 12 and 13 of the Human Resources Report, items 5.1.01 through 5.4.02. Voice vote carried the motion unanimously.

**6.0 Hourly Employees**

Mrs. Potter made a motion, seconded by Mr. Jennings, to approve pages 14 – 18 of the Human Resources Report, items 6.1.01 through 6.4.13. Voice vote carried the motion unanimously.

**7.0 Other**

Mrs. Potter made a motion, seconded by Mr. Johnson, to approve pages 19 – 21 of the Human Resources Report, items 7.1.01 through 7.3.01. Voice vote carried the motion unanimously.

**ADJOURNMENT**

Motion was made by Mr. Johnson to adjourn the Regular Meeting of the Board, seconded by Mr. Jennings. Voice vote carried the motion unanimously. Vice Chairwoman Viverito adjourned the meeting at 8:26 p.m.

Submitted by: Mark R. Stephens  
Board Chairman

Tracy Jennings  
Board Secretary

Susan Page  
Susan Page, Recording Secretary

**CALL TO ORDER/ROLL CALL**

Vice Chairwoman Diane Viverito called the Board Decennial Committee to order in the Boardroom at 8:26 p.m. Following the Pledge of Allegiance, roll call was taken.

Present: Mr. Luke Casson, Ms. Kailee Harper, Mr. Tracy Jennings,  
Mr. Glover Johnson, Ms. Mary-Rita Moore, Mrs. Elizabeth Potter,  
Mr. Rich Regan, Mr. Orlando Velasquez, Ms. Diane Viverito.

Absent: Mr. Thomas Gary, Mr. Mark Stephens,

**CITIZEN PARTICIPATION**

None.

**TOPIC OF STUDY DISCUSSION: INTERGOVERNMENTAL AGREEMENTS**

President Moore commented that Intergovernmental Agreements is the topic that the Decennial Committee agreed to review and study, and a packet of Intergovernmental Agreements that the college has entered into over the past five years was distributed. Vice President of Business Services Sean Sullivan presented on the purpose of Decennial Committees, and reviewed the kinds of agreements in the information packet, including fee waivers, different partnerships, and data sharing.

The Administration was charged with putting together a report on the efficiencies of these agreements, which will then be discussed at the next Decennial Committee meeting.

**ADJOURNMENT**

Motion was made by Mr. Jennings to adjourn the Board Decennial Committee, seconded by Mr. Johnson. Voice vote carried the motion unanimously. Vice Chairwoman Viverito adjourned the meeting at 8:37 p.m.

Submitted by: Mark R. Stephens  
Board Chairman

Tracy Jennings  
Board Secretary

Susan Page  
Susan Page, Recording Secretary

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

Meeting of June 18, 2024

POLICY SECTION Student Affairs

POLICY NO. 5115

First Reading  **WAIVED**

Second Reading

**TITLE: RESIDENCY**

**PURPOSE:** Revisions to Policy 5115 are necessary per federal regulation regarding professional licenses and certifications. Students residing outside of Illinois must be notified upon enrollment of the reciprocity of their professional licensure or certification for the state where they reside and/or complete online coursework.

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**Submitted to Board by:**



Dr. Jodi Koslow Martin, VP of Enrollment Mgt & Student Affairs

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**Board Officers' Signatures Required:**

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**Mark R. Stephens**  
Chairman

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**Tracy Jennings**  
Secretary

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**Date**

TRITON COLLEGE BOARD POLICY

**BOARD OF TRUSTEES, DISTRICT 504**

**STUDENT AFFAIRS**

**RESIDENCY**

**POLICY 5115**  
**ADOPTED: 04/23/1991**  
**AMENDED: 06/20/1995**  
**AMENDED: 01/24/2023**

Residency is defined as the place where a student lives to be their true permanent home. A student who temporarily moves into the district for the purpose of attending the College at a reduced tuition rate will not be considered as having established residency within the district.

The student must meet the following criteria to be considered a resident of the district:

One must have occupied and/or owned a dwelling in the district for 30 days immediately prior to the start of classes and must demonstrate district residency by providing at least two of the following documents: Illinois driver's license, automobile registration, property tax statement, voter registration card, lease or purchase agreement, utility or telephone bill, library card, or other appropriate documentation.

A student who is currently under legal guardianship of the Illinois Department of Children and Family Services or has been recently emancipated from the Department is exempt from the 30-day criteria if they demonstrate proof of current in-district residency. Documentation of current residency may be submitted by the student, a caseworker, or other personnel of the Department, or the student's attorney or guardian.

A student who is homeless may present a signed letter on letterhead from an in-district homeless shelter confirming residency in the shelter.

A student who is presently an inmate of a State correctional/rehabilitation institution located within Illinois is considered an out-of-district/in-state resident without meeting the 30-day residency policy.

**For compliance regarding professional licensure and certification disclosure, Triton College uses the permanent mailing address provided by the student as the student's location and uses this information to disclose federally required state-specific licensure details at the time of enrollment as signified by admittance to the professional program. If the student location is updated by the student, disclosure of state requirements of licensure will be completed as needed.**

A change from out-of-district to in-district status during a semester becomes effective no earlier than the following semester. Students who move in or out of the district during a semester are required to report their new residency to the Office of Admission.

No student shall become a resident on the basis of their attendance at Triton College.

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

Meeting of June 18, 2024

ACTION EXHIBIT NO. 17055

**SUBJECT: BUDGET TRANSFERS**

**RECOMMENDATION:** That the Board of Trustees approve the attached proposed budget transfers to reallocate funds to object codes as required.

**RATIONALE:** Transfers are recommended to accommodate institutional priorities. See description on attached forms.

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*Sean Sullivan*

**Submitted to Board by:** \_\_\_\_\_  
Sean O'Brien Sullivan, Vice President of Business Services

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**Board Officers' Signatures Required:**

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**Mark R. Stephens**  
Chairman

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**Tracy Jennings**  
Secretary

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**Date**

Related forms requiring Board signature: Yes  No



**PROPOSED BUDGET TRANSFERS - FY 2024  
FOR THE PERIOD 5/1/24 to 5/31/24**

FROM			TO		
ID#	AREA	ACCT #	AREA	ACCT #	AMOUNT
<b>EDUCATION FUND</b>					
1	Science	01-10101565-510600005	Gen: Salary Lapse	01-80600525-510900010	9,777.00
2	Science	01-10101565-580600005	Science	01-10101565-580600005	1,000.00
3	Mass Communication	01-10102530-510400005	Gen: Salary Lapse	01-80600525-510900010	11,166.00
4	Hospitality Ind Admin	01-10200550-550200010	Hospitality Ind Admin	10-10200550-540600010	235.00
5	Adult Basic/Secun. Ed.	01-10600510-510100005	Gen: Salary Lapse	01-80600525-510900010	35,415.00
6	Dean of Academic Success	01-20100520-550100005	Dean of Academic Success	01-20100520-540901005	6,000.00
7	Desktop Computing	01-20400510-510600005	Gen: Salary Lapse	01-80600525-510900010	6,764.00
8	Curriculum	01-20800510-510200005	Gen: Salary Lapse	01-80600525-510900010	11,384.00
9	Ctr Accesss & Accom Services	01-20800530-510200005	Gen: Salary Lapse	01-80600525-510900010	9,078.00
10	Ctr Accesss & Accom Services	01-20800530-510200005	Gen: Salary Lapse	01-80600525-510900010	4,687.00
11	Dean of Arts & Sciences	01-20801010-510100005	Gen: Salary Lapse	01-80600525-510900010	48,000.00
12	Dean of Business & Tech	01-20801020-510100005	Gen: Salary Lapse	01-80600525-510900010	33,066.00
13	Dean, Health Occupations	01-20801040-510400005	Gen: Salary Lapse	01-80600525-510900010	15,567.00
14	Records	01-30100511-510600005	Gen: Salary Lapse	01-80600525-510900010	28,385.00
15	Assessment Services	01-30200505-510600005	Gen: Salary Lapse	01-80600525-510900010	14,036.00
16	Dean of Retention	01-30200520-510200005	Gen: Salary Lapse	01-80600525-510900010	13,285.00
17	Dean of Retention	01-30200520-510200005	Gen: Salary Lapse	01-80600525-510900010	8,704.00
18	Retention & Completion	01-30200540-510400005	Gen: Salary Lapse	01-80600525-510900010	5,189.00
19	Early College	01-30200541-550300005	Early College	01-30200541-540900505	300.00
20	Financial Aid	01-30400510-510400005	Gen: Salary Lapse	01-80600525-510900010	8,000.00
21	Financial Aid	01-30400510-510400005	Gen: Salary Lapse	01-80600525-510900010	21,648.00
22	Financial Aid	01-30400510-510600005	Gen: Salary Lapse	01-80600525-510900010	23,502.00
23	Financial Aid	01-30400510-510600005	Gen: Salary Lapse	01-80600525-510900010	6,709.00
24	Financial Aid	01-30400510-510600005	Gen: Salary Lapse	01-80600525-510900010	6,518.00
25	Dean of Student Services	01-30800510-510600005	Gen: Salary Lapse	01-80600525-510900010	9,036.00
26	Transfer Center	01-30900506-550100005	Transfer Center	01-30900506-540900505	128.00
27	Lifelong Learning	01-40100520-510600005	Gen: Salary Lapse	01-80600525-510900010	16,910.00
28	AVP of Communication & Institu	01-80100535-510100005	Gen: Salary Lapse	01-80600525-510900010	58,998.00
29	VP Academic Affairs	01-80100560-530900010	Center for Teaching Excellence	01-80900510-530900010	6,925.00
30	VP Academic Affairs	01-80100560-540600005	Respiratory Care	01-10401052-540600005	1,908.00
31	VP Academic Affairs	01-80100560-590900040	VP Academic Affairs	01-80100560-540600005	1,925.00
32	President's Office	01-80101010-510200005	Gen: Salary Lapse	01-80600525-510900010	69,971.00
33	President's Office	01-80101010-510200005	Gen: Salary Lapse	01-80600525-510900010	47,872.00
34	Finance	01-80200510-510400005	Gen: Salary Lapse	01-80600525-510900010	20,756.00
35	Finance	01-80200510-510600005	Gen: Salary Lapse	01-80600525-510900010	3,081.00
36	Network Services	01-80400520-510200005	Gen: Salary Lapse	01-80600525-510900010	10,640.00
37	Purchasing	01-80400525-510200005	Gen: Salary Lapse	01-80600525-510900010	29,120.00

**PROPOSED BUDGET TRANSFERS - FY 2024  
FOR THE PERIOD 5/1/24 to 5/31/24**

38	General Institutional	01-80600525-520700005	General Institutional	01-80600525-590200033	100,000.00
39	Institutional Research	01-80700510-510200005	Gen: Salary Lapse	01-80600525-510900010	10,504.00
40	Information Systems Ser	01-80800510-510200005	Gen: Salary Lapse	01-80600525-510900010	12,038.00
41	Information Systems Ser	01-80800510-510200005	Gen: Salary Lapse	01-80600525-510900010	6,019.00
42	Center for Teaching Excellence	01-80900510-510400005	Gen: Salary Lapse	01-80600525-510900010	13,761.00
43	Center for Teaching Excellence	01-80900510-550100005	Center for Teaching Excellence	01-80900510-530900010	1,850.00
44	Center for Teaching Excellence	01-80900510-550300005	Center for Teaching Excellence	01-80900510-530100010	400.00
45	Grant Office	01-80900530-510600005	Gen: Salary Lapse	01-80600525-510900010	3,450.00

**TOTAL EDUCATION FUND** **\$ 753,707.00**

FROM		
ID#	AREA	ACCT #
<b>BUILDING FUND</b>		
46	Building Operations 1	02-70100510-510700005
47	Building Operations 1	02-70100510-510700005
48	Maintenance of Plant	02-70100540-510700005
49	Ground Maintenance	02-70300510-510700005
50	Police	02-70400510-510700005
51	Police	02-70400510-510700005

TO		
AREA	ACCT #	AMOUNT
Ground Maintenance: Salary Lapse	02-70300510-510900010	18,145.00
Ground Maintenance: Salary Lapse	02-70300510-510900010	12,048.00
Ground Maintenance: Salary Lapse	02-70300510-510900010	82,470.00
Ground Maintenance: Salary Lapse	02-70300510-510900010	11,060.00
Ground Maintenance: Salary Lapse	02-70300510-510900010	31,471.00
Ground Maintenance: Salary Lapse	02-70300510-510900010	28,610.00

**TOTAL BUILDING FUND** **\$ 183,804.00**

FROM		
ID#	AREA	ACCT #
<b>RESTRICTED FUND</b>		
52	STN-PERKINS Health Career	06-10405003-580600005
53	Westlake6	06-10405013-590200000
54	Westlake6	06-10405013-590200000
55	AEF-ADULT ED - FEDERAL	06-10605005-590200000
56	Student Support Services	06-30200525-530900010
57	Student Support Services	06-30200525-530900010
58	CNS-RSVP	06-40405001-530900010

TO		
AREA	ACCT #	AMOUNT
STN-PERKINS Health Career	06-10405003-540100210	1,325.00
Westlake6	06-10405013-550100005	2,500.00
Westlake6	06-10405013-550100005	1,500.00
AEF-ADULT ED - FEDERAL	06-10605005-550100005	1,500.00
Student Support Services	06-30200525-550200006	2,500.00
Student Support Services	06-30200525-550300005	1,500.00
CNS-RSVP	06-40405001-540901005	306.00

**TOTAL RESTRICTED FUND** **\$ 11,131.00**

**TOTAL PROPOSED BUDGET TRANSFERS** **\$ 948,642.00**

### Budget Transfer Form

Dollar Amount \$9,777.00

From what Budget Account 01 10101565 510600005 Object Code Description Salary

To what Budget Account 01 80600525 510900010 Object Code Description Salary Lapse

Is this a Grant? Yes ( ) No (X) \*If you are submitting a grant transfer, the following statement must appear in the Rationale: "This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant? Include Attachments: Yes ( ) No (X)

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:  
 3 months unused salary for the position of Coordinator Science Lab  
 09/2023-11/2023

Explain specifically why additional funds are needed in the receiving account:  
 Salary Lapse of unused funds

**Required Signatures**

**Requestor** Santy Rivera 5/30/2024  
DocuSigned by: 0087814D1004E7...

**Cost Center Manager** Joe Klingner 5/30/2024  
DocuSigned by: D12300A7D92E490...

**Associate Dean (If Applicable)** \_\_\_\_\_

**Dean (If Applicable)** \_\_\_\_\_

**Associate Vice President** Colleen Rockafellow 5/30/2024  
DocuSigned by: B57C58AA07354E1...

**Area Vice President** Sean Sullivan 5/30/2024  
DocuSigned by: 642220251EC74A1...

### BUSINESS OFFICE APPROVALS

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance: \_\_\_\_\_

Exec. Director of Finance: \_\_\_\_\_ *JK*

Exec. Dir. of Bus. Operations: \_\_\_\_\_ *CR*

VP of Business Services: San 6/5/24

Entered by: 137533 JS 6-5-24

Budget Transfer Form

Dollar Amount \$1000.

From what Budget Account 01 10101565 580600005 Object Code Description Science: Equipment - Instructional >5K

To what Budget Account 01 10101565 540900505 Object Code Description Science: Other Materials & Supplies

Is this a Grant? Yes  No  \*If you are submitting a grant transfer, the following statement must appear in the Rationale:  
 "This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant? \_\_\_\_\_ Include Attachments: Yes  No

Rationale:

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:  
 Equipment that was originally budgeted for this budget line was purchased with other accounts and not needed here.

Explain specifically why additional funds are needed in the receiving account:

We need funds for an additional cabinet that was sent in error by VWR. VWR explained that it can't be put back into their inventory so the price was negotiated down to \$1,000 (original price was \$2,415.60).

Required Signatures

Requestor DocuSigned by: Jennifer Davidas 4/19/2024  
9010F2B00CE0421

Cost Center Manager DocuSigned by: Sheldon Turner 5/1/2024  
8CDE8B50A0A48F

Associate Dean (if Applicable) \_\_\_\_\_

Dean (if Applicable) DocuSigned by: Jeanette Bartley 5/2/2024  
BEL7254X237247F

Associate Vice President DocuSigned by: Paul Jensen 5/2/2024  
813C008BB1974DE

Area Vice President DocuSigned by: Susan Campos 5/2/2024  
87D8745E0BA0448

**BUSINESS OFFICE APPROVALS**

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance \_\_\_\_\_

Exec. Director of Finance: \_\_\_\_\_ *AM*

Exec. Dir. of Bus. Operations: \_\_\_\_\_ *CR*

VP of Business Services: *LM 5/6/24*

Entered by: B7318 TB 5.6.24

### Budget Transfer Form

Dollar Amount

\$11,166.00

From what Budget Account

01 10102530 510400005

Object Code Description

Salary

To what Budget Account

01 80600525 510900010

Salary Lapse

Is this a Grant?  
Yes [ ] No [X]

\*If you are submitting a grant transfer, the following statement must appear in the Rationale:  
"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes [ ] No [X]

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

2 months unused salary for the position of Director of Broadcasting

04/2024-05/2024

Explain specifically why additional funds are needed in the receiving account:

Salary lapse of unused funds

**Required Signatures**

Requestor

DocuSigned by: Sandy Rivera 5/30/2024

Cost Center Manager

DocuSigned by: Joe Klinger 5/30/2024

Associate Dean (if Applicable)

\_\_\_\_\_

Dean (if Applicable)

DocuSigned by: \_\_\_\_\_ 5/30/2024

Associate Vice President

DocuSigned by: Colleen Rockafellow 5/30/2024

Area Vice President

DocuSigned by: Sean Sullivan 5/30/2024

### BUSINESS OFFICE APPROVALS

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance: \_\_\_\_\_ *M*

Exec. Director of Finance: \_\_\_\_\_

Exec. Dir. of Bus. Operations: CR

VP of Business Services: San 6/5/24

Entered by: B7534 TS 6-5-24

Budget Transfer Form

**Dollar Amount** \$235.00

**From what Budget Account** 01 10200550 550200010 **Object Code Description** Hospitality Ind Admin : Prof Dev-Travel-in St

**To what Budget Account** 01 10200550 540600010 **Object Code Description** Hospitality Ind Admin : Prof Dev-Publication

**Is this a Grant?** Yes  No  **\*If you are submitting a grant transfer, the following statement must appear in the Rationale:**  
 "This is an allowable transfer under the (name of grant) guidelines"

**Grant Accountant?**  **Include Attachments:** Yes  No

**Rationale:**

**Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:**

The HIA faculty will not be utilizing these funds for travel in state.

**Explain specifically why additional funds are needed in the receiving account:**

Due to a clerical error, the budgeted amount was reduced from the minimum required of \$705 for three annual ACF memberships to \$90.

Required Signatures

**Requestor** DocuSigned by: Panos Hadjimitsos 5/11/2024  
AA443A91B3DB4EE

**Cost Center Manager** DocuSigned by: Denise Smith-Gaborit 5/12/2024  
U556B5C78D25427

**Associate Dean (If Applicable)** \_\_\_\_\_

**Dean (If Applicable)** DocuSigned by: Panos Hadjimitsos 5/12/2024  
AA443A91B3DB4EE


**Associate Vice President** DocuSigned by: Paul Jensen 5/13/2024  
B15C000B1B74DE


**Area Vice President** DocuSigned by: Susan Marie Campos 5/13/2024  
FC3A351F8641495


**BUSINESS OFFICE APPROVALS**

**Grant Accountant:** \_\_\_\_\_

**Asst. Director of Finance** \_\_\_\_\_

**Exec. Director of Finance:** 

**Exec. Dir. of Bus. Operations:** 

**VP of Business Services:**  5/14/24

Entered by:  5-14-24

### Budget Transfer Form

Dollar Amount \$35,415.00

From what Budget Account 01 - 10600510 - 510100005 Object Code Description Salary

To what Budget Account 01 - 80600525 - 510900010 Object Code Description Salary lapse

Is this a Grant? Yes ( ) No (X) \*If you are submitting a grant transfer, the following statement must appear in the Rationale:  
 "This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant? \_\_\_\_\_ Include Attachments: Yes ( ) No (X)

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:  
 3 months unused salary for the position of Dean Adult Education

01/2024-03/2024

Explain specifically why additional funds are needed in the receiving account:

Salary Lapse of unused funds.

**Required Signatures**

**Requestor** Santy Rivera 5/30/2024  
DocuSigned by: C69707B4D180407...

**Cost Center Manager** Joe Klinger 5/30/2024  
DocuSigned by: 0123C0A7082E490...

**Associate Dean (If Applicable)** \_\_\_\_\_

**Dean (If Applicable)** \_\_\_\_\_

**Associate Vice President** Colleen Rockafellow 5/30/2024  
DocuSigned by: B57C58A4F3454E1...

**Area Vice President** Sean Sullivan 5/30/2024  
DocuSigned by: B42220251EC74A1...

### BUSINESS OFFICE APPROVALS

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance \_\_\_\_\_

Exec. Director of Finance: \_\_\_\_\_ *AK*

Exec. Dir. of Bus. Operations: \_\_\_\_\_ *CR*

VP of Business Services: \_\_\_\_\_ *6/5/24*

Entered by: B7535 *7/5/24*

### Budget Transfer Form

**Dollar Amount** \$6000

**From what Budget Account** 01 - 20100520 - 550100005 **Object Code Description** Dean Academic Success:Meeting Expense

**To what Budget Account** 01 - 20100520 - 540901005 **Object Code Description** Dean Academic Success:Equipment(noncap)

**Is this a Grant?** Yes [ ] No [X] **\*If you are submitting a grant transfer, the following statement must appear in the Rationale:**  
 "This is an allowable transfer under the (name of grant) guidelines"

**Grant Accountant?** **Include Attachments:** Yes [ ] No [X]

**Rationale:**

**Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:**  
 01-20100520-550100005 Dean Academic Success : Meeting Expense has additional funds remaining.

**Explain specifically why additional funds are needed in the receiving account:**

Funds are needed in 01-20100520-540901005 Dean Academic Success : Equipment (Noncapitalized) Computer to purchase a SmartBoard for the ICCB IBT SEED grant, which ends June 30, 2024. The grant (06) will be reimbursing the majority of the 01 funds used to purchase this equipment.

**Required Signatures**

**Requestor** Hilary Meyer 5/28/2024  
80DEF7BE90BF42D

**Cost Center Manager** Hilary Meyer 5/28/2024  
80DEF7BE90BF42D

**Associate Dean (If Applicable)** \_\_\_\_\_

**Dean (If Applicable)** Hilary Meyer 5/28/2024  
80DEF7BE90BF42D

**Associate Vice President** Denise Jones 5/28/2024  
F0B5730D3C454BE

**Area Vice President** Jodi Koslow Martin 5/29/2024  
7F7DDBA24BAE4FC

**BUSINESS OFFICE APPROVALS**

**Grant Accountant:** \_\_\_\_\_

**Asst. Director of Finance** \_\_\_\_\_

**Exec. Director of Finance:** \_\_\_\_\_

**Exec. Dir. of Bus. Operations:** CR

**VP of Business Services:** [Signature] 5/29/24

**Entered by:** B7531 B 5/29/24



### Budget Transfer Form

Dollar Amount

\$6,764.00

From what Budget Account

01 20400510 510600005

Object Code Description

Salary

To what Budget Account

01 80600525 510900010

Salary Lapse

Is this a Grant?

Yes [ ] No [X]

\*If you are submitting a grant transfer, the following statement must appear in the Rationale:

"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes [ ] No [X]

Rationale:

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

2 months unused salary for the position of Computer Systems Specialist

07/2023-08/2023

Explain specifically why additional funds are needed in the receiving account:

Salary Lapse of unused funds.

#### Required Signatures

Requestor

DocuSigned by: Sandy Rivera 5/30/2024

Cost Center Manager

DocuSigned by: Joe Klinger 5/30/2024

Associate Dean (if Applicable)

\_\_\_\_\_

Dean (if Applicable)

\_\_\_\_\_

Associate Vice President

DocuSigned by: Colleen Rockafellow 5/30/2024

Area Vice President

DocuSigned by: Sean Sullivan 5/30/2024

#### BUSINESS OFFICE APPROVALS

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance \_\_\_\_\_

Exec. Director of Finance: \_\_\_\_\_ *AM*

Exec. Dir. of Bus. Operations: \_\_\_\_\_ *CR*

VP of Business Services: \_\_\_\_\_ *6/5/24*

Entered by: B7536 B 6/5/24

### Budget Transfer Form

Dollar Amount

\$11,384.00

From what Budget Account

01 20800510 510200005

Object Code Description

Salary

To what Budget Account

01 80600525 510900010

Salary Lapse

Is this a Grant?  
Yes [ ] No [X]

\*If you are submitting a grant transfer, the following statement must appear in the Rationale:  
"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes [ ] No [X]

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

2 Months unused salary for the position of Director of Curriculum.

7/2023 - 8/2023

Explain specifically why additional funds are needed in the receiving account:

Salary lapse of unused funds

**Required Signatures**

Requestor

DocuSigned by: shawntae douglas 5/29/2024

Cost Center Manager

DocuSigned by: Joe Klinger 5/29/2024

Associate Dean (if Applicable)

\_\_\_\_\_

Dean (if Applicable)

\_\_\_\_\_

Associate Vice President

DocuSigned by: Colleen Rockafellow 5/30/2024

Area Vice President

DocuSigned by: Sean Sullivan 5/30/2024

### BUSINESS OFFICE APPROVALS

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance: \_\_\_\_\_

Exec. Director of Finance: \_\_\_\_\_

Exec. Dir. of Bus. Operations: CR

VP of Business Services: [Signature] 6/10/24

Entered by: B7537 5/30/24

### Budget Transfer Form

**Dollar Amount** \$9,078.00

**From what Budget Account** 01 20800530 51020005 **Object Code Description** Salary

**To what Budget Account** 01 80600525 510900010 **Object Code Description** Salary Lapse

**Is this a Grant?** Yes ( ) No (X) **\*If you are submitting a grant transfer, the following statement must appear in the Rationale:**  
 "This is an allowable transfer under the (name of grant) guidelines"

**Grant Accountant?** **Include Attachments:** Yes ( ) No (X)

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

2 Months unused salary for the position of Coordinator CAAS

08/2023/09/2023

Explain specifically why additional funds are needed in the receiving account:

Salary Lapse of unused funds.

**Required Signatures**

**Requestor** Santy Rivera 5/30/2024  
DocuSigned by: 008787840180487

**Cost Center Manager** Joe Klingler 5/30/2024  
DocuSigned by: D123C0A7D82E490

**Associate Dean (If Applicable)** \_\_\_\_\_

**Dean (If Applicable)** \_\_\_\_\_

**Associate Vice President** Colleen Rockafellow 5/30/2024  
DocuSigned by: B57C58A0F3454E1

**Area Vice President** Sean Sullivan 5/30/2024  
DocuSigned by: 642228251EC74A1

### BUSINESS OFFICE APPROVALS

**Grant Accountant:** \_\_\_\_\_

**Asst. Director of Finance** \_\_\_\_\_

**Exec. Director of Finance:** [Signature]

**Exec. Dir. of Bus. Operations:** [Signature]

**VP of Business Services:** [Signature] 6/5/24

Entered by: 139638 73 6524

### Budget Transfer Form

**Dollar Amount** \$4,687.00

**From what Budget Account** 01 - 20800530 - 510200005 **Object Code Description** Salary

**To what Budget Account** 01 - 80600525 - 510900010 **Object Code Description** Salary Lapse

**Is this a Grant?** Yes [ ] No [X] **\*If you are submitting a grant transfer, the following statement must appear in the Rationale:**  
 "This is an allowable transfer under the (name of grant) guidelines"

**Grant Accountant?** **Include Attachments:** Yes [ ] No [X]

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:  
1 month unused salary for the position of Director of CAAS.

7/2023

Explain specifically why additional funds are needed in the receiving account:

Salary Lapse of unused funds

**Required Signatures**

**Requestor** Shawntrae Douglas 5/29/2024  
4040AF6BCA82489

**Cost Center Manager** Joe Klinger 5/29/2024  
0123C0A7D82E390

**Associate Dean (If Applicable)** \_\_\_\_\_

**Dean (If Applicable)** \_\_\_\_\_

**Associate Vice President** Colleen Rockafellow 5/30/2024  
857C59A0F3454E1

**Area Vice President** Sean Sullivan 5/30/2024  
842220251EC74A1

### BUSINESS OFFICE APPROVALS

**Grant Accountant:** \_\_\_\_\_

**Asst. Director of Finance** \_\_\_\_\_

**Exec. Director of Finance:** \_\_\_\_\_ *AK*

**Exec. Dir. of Bus. Operations:** \_\_\_\_\_ *CR*

**VP of Business Services:** \_\_\_\_\_ *6/5/24*

Entered by: B7539 73 6-5-24

### Budget Transfer Form

Dollar Amount

48,000.00

From what Budget Account

01 20801010 510100005

Object Code Description

Salary

To what Budget Account

01 80600525 510900010

Salary Lapse

Is this a Grant?  
Yes ( ) No (X)

\*If you are submitting a grant transfer, the following statement must appear in the Rationale:  
"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes ( ) No (X)

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:  
6 months unused salary for the position of Associate Dean of Business

Explain specifically why additional funds are needed in the receiving account:  
Salary Lapse of unused funds.

**Required Signatures**

Requestor

DocuSigned by: Santy Rivera 5/30/2024

Cost Center Manager

DocuSigned by: Joe Klinger 5/30/2024

Associate Dean (If Applicable)

\_\_\_\_\_

Dean (If Applicable)

DocuSigned by: \_\_\_\_\_ 5/30/2024

Associate Vice President

DocuSigned by: Colleen Rockafellow 5/30/2024

Area Vice President

DocuSigned by: Sean Sullivan 5/30/2024

### BUSINESS OFFICE APPROVALS

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance \_\_\_\_\_

Exec. Director of Finance: \_\_\_\_\_ *NR*

Exec. Dir. of Bus. Operations: \_\_\_\_\_ *CR*

Entered by: B754 / B 6/5-24

VP of Business Services: [Signature] 6/5/24

### Budget Transfer Form

Dollar Amount

\$33,066.00

From what Budget Account

01 20801020 510100005

Object Code Description

Salary

To what Budget Account

01 80600525 510900010

Salary Lapse

Is this a Grant?  
Yes ( ) No (X)

\*If you are submitting a grant transfer, the following statement must appear in the Rationale:  
"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes ( ) No (X)

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

3 months unused salary for the position of Dean Business Technology

10/2023 - 12/2023

Explain specifically why additional funds are needed in the receiving account:

Salary Lapse of unused funds

**Required Signatures**

Requestor

DocuSigned by: Shawntrae Douglas 5/29/2024

Cost Center Manager

DocuSigned by: Joe Klinger 5/29/2024

Associate Dean (If Applicable)

\_\_\_\_\_

Dean (If Applicable)

\_\_\_\_\_

Associate Vice President

DocuSigned by: Celien Rockafellow 5/29/2024

Area Vice President

DocuSigned by: Sean Sullivan 5/30/2024

### BUSINESS OFFICE APPROVALS

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance \_\_\_\_\_

Exec. Director of Finance: \_\_\_\_\_ *MR*

Exec. Dir. of Bus. Operations: \_\_\_\_\_ *CR*

VP of Business Services: \_\_\_\_\_ 6/5/24

Entered by: B7542 JB 6/5/24

**Budget Transfer Form**

Dollar Amount \$15,567.00

From what Budget Account 01 20801040 510400005 Object Code Description Salary

To what Budget Account 01 80600525 510900010 Salary Lapse

Is this a Grant? Yes [ ] No [X] \*If you are submitting a grant transfer, the following statement must appear in the Rationale: "This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant? Include Attachments: Yes [ ] No [X]

Rationale:  
 Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:  
 3 Months unused salary for the position of Coordinator Health LRC  
 09/2023-11/2023

Explain specifically why additional funds are needed in the receiving account:  
 Salary Lapse of Unused Funds

**Required Signatures**

Requestor Santy Rivera 5/30/2024  
DocuSigned by: 008707B4D16C487

Cost Center Manager Joe Klinger 5/30/2024  
DocuSigned by: D123C0A7002E490

Associate Dean (if Applicable) \_\_\_\_\_

Dean (if Applicable) \_\_\_\_\_

Associate Vice President Colleen Rockafellow 5/30/2024  
DocuSigned by: B57C58AA73454E1

Area Vice President Sean Sullivan 5/30/2024  
DocuSigned by: 642220251EC74A1

**BUSINESS OFFICE APPROVALS**

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance \_\_\_\_\_

Exec. Director of Finance: \_\_\_\_\_ *M*

Exec. Dir. of Bus. Operations: \_\_\_\_\_ *CR*

VP of Business Services: \_\_\_\_\_ *4/5/24*

Entered by: 137543 TS 6-5-24

### Budget Transfer Form

Dollar Amount

\$28,385.00

From what Budget Account

01 30100511 510600005

Object Code Description

Salary

To what Budget Account

01 80600525 510900010

Salary lapse

Is this a Grant?

Yes [ ] No [X]

\*If you are submitting a grant transfer, the following statement must appear in the Rationale:

"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes [ ] No [X]

Rationale:

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

8 months unused salary for the position of Student Personnel Clerk.

7/2023 - 9/2023

1/2024 - 5/2024

Explain specifically why additional funds are needed in the receiving account:

salary lapse of unused funds.

#### Required Signatures

Requestor

DocuSigned by: Shawntrae Douglas 5/30/2024

Cost Center Manager

DocuSigned by: Joe Klinges 5/30/2024

Associate Dean (If Applicable)

\_\_\_\_\_

Dean (If Applicable)

\_\_\_\_\_

Associate Vice President

DocuSigned by: Colleen Rockafellow 5/30/2024

Area Vice President

DocuSigned by: Sean Sullivan 5/30/2024

#### BUSINESS OFFICE APPROVALS

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance: \_\_\_\_\_

Exec. Director of Finance: \_\_\_\_\_ *M*

Exec. Dir. of Bus. Operations: \_\_\_\_\_ *CR*

VP of Business Services: *[Signature]* 6/5/24

Entered by: B7544 JS 6-5-24



### Budget Transfer Form

**Dollar Amount** \$14,036.00

**From what Budget Account** 01 30200505 510600005 **Object Code Description** Salary

**To what Budget Account** 01 80600525 510900010 **Object Code Description** Salary Lapse

**Is this a Grant?** Yes ( ) No (X) **\*If you are submitting a grant transfer, the following statement must appear in the Rationale:**  
 "This is an allowable transfer under the (name of grant) guidelines"

**Grant Accountant?** **Include Attachments:** Yes ( ) No (X)

**Rationale:**  
 Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:  
 4 Months unused salary for the position of Coordinator Testing Center  
 09/2023-12/2023

**Explain specifically why additional funds are needed in the receiving account:**  
 Salary Lapse of unused funds.

**Required Signatures**

**Requestor** Santy Rivera 5/30/2024  
DocuSigned by: 069707B4D1B0487...

**Cost Center Manager** Joe Klinger 5/30/2024  
DocuSigned by: D123C0A7D82E490...

**Associate Dean (If Applicable)** \_\_\_\_\_

**Dean (If Applicable)** \_\_\_\_\_

**Associate Vice President** Colleen Rockafellow 5/30/2024  
DocuSigned by: B57C58AAE3254E1...

**Area Vice President** Sean Sullivan 5/30/2024  
DocuSigned by: 84222025TEC74A1...

**BUSINESS OFFICE APPROVALS**

**Grant Accountant:** \_\_\_\_\_

**Asst. Director of Finance** \_\_\_\_\_

**Exec. Director of Finance:** MR

**Exec. Dir. of Bus. Operations:** CR

**VP of Business Services:** [Signature] 4/5/24

**Entered by:** B7545 TB 6-5-24

### Budget Transfer Form

Dollar Amount

\$13,285.00

From what Budget Account

01 30200520 510200005

Object Code Description

Salary

To what Budget Account

01 80600525 510900010

Salary lapse

Is this a Grant?

Yes [ ] No [X]

\*If you are submitting a grant transfer, the following statement must appear in the Rationale:

"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes [ ] No [X]

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

3 months unused salary for the position of Student Success Advisor.

7/2023 - 8/2023

1/2024

Explain specifically why additional funds are needed in the receiving account:

Salary Lapse of unused funds.

**Required Signatures**

Requestor

DocuSigned by: Shawntrae Douglas 5/30/2024

Cost Center Manager

DocuSigned by: Joe Klinger 5/30/2024

Associate Dean (If Applicable)

\_\_\_\_\_

Dean (If Applicable)

\_\_\_\_\_

Associate Vice President

DocuSigned by: Colleen Rockafellow 5/30/2024

Area Vice President

DocuSigned by: Sean Sullivan 5/30/2024

**BUSINESS OFFICE APPROVALS**

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance \_\_\_\_\_

Exec. Director of Finance: \_\_\_\_\_ *JK*

Exec. Dir. of Bus. Operations: \_\_\_\_\_ *CR*

VP of Business Services: \_\_\_\_\_ *SM 4/5/24*

Entered by: B7546 TB 6-5-24

### Budget Transfer Form

Dollar Amount

\$8,704.00

From what Budget Account

01 30200520 510200005

Object Code Description

Salary

To what Budget Account

01 80600525 510900010

Salary Lapse

Is this a Grant?  
Yes ( ) No (X)

\*If you are submitting a grant transfer, the following statement must appear in the Rationale:  
"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes ( ) No (X)

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

2 months unused salary for the position of Academic Advisor.  
07/2023-08/2023

Explain specifically why additional funds are needed in the receiving account:

Salary lapse of unused funds.

**Required Signatures**

Requestor

DocuSigned by: Santy Rivera 5/29/2024

Cost Center Manager

DocuSigned by: Joe Klinger 5/29/2024

Associate Dean (If Applicable)

\_\_\_\_\_

Dean (If Applicable)

\_\_\_\_\_

Associate Vice President

DocuSigned by: Colleen Rockafellow 5/29/2024

Area Vice President

DocuSigned by: Sean Sullinan 5/30/2024

### BUSINESS OFFICE APPROVALS

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance \_\_\_\_\_

Exec. Director of Finance: \_\_\_\_\_ *JK*

Exec. Dir. of Bus. Operations: \_\_\_\_\_ *CR*

VP of Business Services: \_\_\_\_\_ *6/5/24*

Entered by: B7547 B 6-5-24

### Budget Transfer Form

Dollar Amount

\$5,189.00

From what Budget Account

01 30200540 510400005

Object Code Description

Salary

To what Budget Account

01 80600525 510900010

Salary Lapse

Is this a Grant?  
Yes [ ] No [X]

\*If you are submitting a grant transfer, the following statement must appear in the Rationale:  
"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes [ ] No [X]

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

1 month unused salary for the position of Director Early Alert.

7/2023

Explain specifically why additional funds are needed in the receiving account:

Salary Lapse of unused funds.

**Required Signatures**

Requestor

DocuSigned by: Shawntrae Douglas 5/29/2024

Cost Center Manager

DocuSigned by: Joe Klinger 5/29/2024

Associate Dean (If Applicable)

\_\_\_\_\_

Dean (If Applicable)

\_\_\_\_\_

Associate Vice President

DocuSigned by: Colleen Rockafellow 5/30/2024

Area Vice President

DocuSigned by: Sean Sullivan 5/30/2024

### BUSINESS OFFICE APPROVALS

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance \_\_\_\_\_

Exec. Director of Finance: \_\_\_\_\_ *AK*

Exec. Dir. of Bus. Operations: \_\_\_\_\_ *CR*

VP of Business Services: \_\_\_\_\_ *6/5/24*

Entered by: B7548 73 6-5-24

### Budget Transfer Form

**Dollar Amount** \$300.00

**From what Budget Account** 01 30200541 550300005 **Object Code Description** Early college-Travel out of state

**To what Budget Account** 01 30200541 540900505 **Object Code Description** Early college-Other materials & supplies

**Is this a Grant?** Yes ( ) No (X) **\*If you are submitting a grant transfer, the following statement must appear in the Rationale:**  
 "This is an allowable transfer under the (name of grant) guidelines"

**Grant Accountant?** **Include Attachments:** Yes ( ) No (X)

**Rationale:**

**Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:**  
 There are no remaining travel out of state activities for this fiscal year. The remaining balance is available for transfer.

**Explain specifically why additional funds are needed in the receiving account:**  
 Additional funds are needed in other materials and supplies budget line for remaining expenses.

**Required Signatures**

**Requestor** Alexandria Terrazas 5/8/2024  
DocuSigned by: 33FF059820014EA

**Cost Center Manager** Alexandria Terrazas 5/8/2024  
DocuSigned by: 33FF059820014EA

**Associate Dean (If Applicable)** \_\_\_\_\_

**Dean (If Applicable)** Alexandria Terrazas 5/8/2024  
DocuSigned by: 33FF059820014EA

**Associate Vice President** Paul Jensen 5/14/2024  
DocuSigned by: 815C006BB107ADE

**Area Vice President** Susan Campos 5/14/2024  
DocuSigned by: 8708745E0B86489

**BUSINESS OFFICE APPROVALS**

**Grant Accountant:** \_\_\_\_\_

**Asst. Director of Finance** \_\_\_\_\_

**Exec. Director of Finance:** AP

**Exec. Dir. of Bus. Operations:** CR

**VP of Business Services:** Ra 5/15/24

Entered by: B7518 73 5-15-24

### Budget Transfer Form

Dollar Amount: \$8,000.00

From what Budget Account: 01 - 30400510 - 510400005 Object Code Description: Salary

To what Budget Account: 01 - 80600525 - 510900010 Object Code Description: Salary Lapse

Is this a Grant? Yes ( ) No (X) \*If you are submitting a grant transfer, the following statement must appear in the Rationale: "This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant? \_\_\_\_\_ Include Attachments: Yes ( ) No (X)

Rationale:  
 Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred: 1 month unused salary for the position of Associate Director of Financial Aid  
 07/2023

Explain specifically why additional funds are needed in the receiving account:  
 Salary lapse of unused funds.

#### Required Signatures

Requestor: Sandy Rivera 5/30/2024

Cost Center Manager: Joe Klingner 5/30/2024

Associate Dean (if Applicable): \_\_\_\_\_

Dean (if Applicable): \_\_\_\_\_

Associate Vice President: Colleen Rodafellow 5/30/2024

Area Vice President: Sean Sullivan 5/30/2024

#### BUSINESS OFFICE APPROVALS

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance: \_\_\_\_\_

Exec. Director of Finance: \_\_\_\_\_ *AK*

Exec. Dir. of Bus. Operations: \_\_\_\_\_ *CR*

VP of Business Services: \_\_\_\_\_ 6/5/24

Entered by: B7540 73 605-24

### Budget Transfer Form

Dollar Amount

\$21,648.00

From what Budget Account

01 30400510 510400005

Object Code Description

Salary

To what Budget Account

01 80600525 510900010

Salary Lapse

Is this a Grant?  
Yes [ ] No [X]

\*If you are submitting a grant transfer, the following statement must appear in the Rationale:  
"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes [ ] No [X]

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

4 Months unused salary for the position of Assistant Director Financial Aid

02/2024-05/2024

Explain specifically why additional funds are needed in the receiving account:

Salary lapse of unused funds.

**Required Signatures**

Requestor

DocuSigned by: Santy Rivera 5/29/2024

Cost Center Manager

DocuSigned by: Joe Klingler 5/29/2024

Associate Dean (if Applicable)

\_\_\_\_\_

Dean (if Applicable)

\_\_\_\_\_

Associate Vice President

DocuSigned by: Colleen Rockafellow 5/30/2024

Area Vice President

DocuSigned by: Sean Sullivan 5/30/2024

### BUSINESS OFFICE APPROVALS

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance: \_\_\_\_\_

Exec. Director of Finance: \_\_\_\_\_

Exec. Dir. of Bus. Operations: CR

VP of Business Services: [Signature] 6/5/24

Entered by: B7549 73 6-5-24

### Budget Transfer Form

Dollar Amount

\$23,502.00

From what Budget Account

01 30400510 510600005

Object Code Description

Salary

To what Budget Account

01 80600525 510900010

Salary Lapse

Is this a Grant?

Yes [ ] No [X]

\*If you are submitting a grant transfer, the following statement must appear in the Rationale:

"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes [ ] No [X]

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

6 months unused salary for the position of Financial Aid Specialist.

8/2023- 11/2023

4/2024 - 5/2024

Explain specifically why additional funds are needed in the receiving account:

Salary lapse of unused funds.

**Required Signatures**

Requestor

DocuSigned by: Shawntrae Douglas 5/29/2024

Cost Center Manager

DocuSigned by: Joe Klinger 5/29/2024

Associate Dean (If Applicable)

\_\_\_\_\_

Dean (If Applicable)

\_\_\_\_\_

Associate Vice President

DocuSigned by: Colleen Rockafellow 5/30/2024

Area Vice President

DocuSigned by: Sean Sullivan 5/30/2024

### BUSINESS OFFICE APPROVALS

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance \_\_\_\_\_

Exec. Director of Finance: \_\_\_\_\_ *JK*

Exec. Dir. of Bus. Operations: \_\_\_\_\_ *CR*

VP of Business Services: Sam 6/5/24

Entered by: B755086524



### Budget Transfer Form

**Dollar Amount** \$6,709.00

**From what Budget Account** 01 30400510 510600005 **Object Code Description** Salary

**To what Budget Account** 01 80600525 510900010 Salary Lapse

Is this a Grant? Yes [ ] No [X] \*If you are submitting a grant transfer, the following statement must appear in the Rationale:  
"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant? Include Attachments: Yes [ ] No [X]

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:  
2 months unused salary for the position of Scholarship Coordinator.

7/2023  
5/2024

Explain specifically why additional funds are needed in the receiving account:

Salary Lapse of unused funds.

**Required Signatures**

**Requestor** DocuSigned by: Shawntae Douglas 5/30/2024  
4C40AF6B0AB24B6

**Cost Center Manager** DocuSigned by: Joe Klinger 5/30/2024  
0123C0A7D02E490

**Associate Dean (if Applicable)** \_\_\_\_\_

**Dean (if Applicable)** \_\_\_\_\_

**Associate Vice President** DocuSigned by: Colleen Rockafellow 5/30/2024  
B57C5BAAF-134E1

**Area Vice President** DocuSigned by: Sean Sullivan 5/30/2024  
B42220251EC74A1

### BUSINESS OFFICE APPROVALS

**Grant Accountant:** \_\_\_\_\_

**Asst. Director of Finance** \_\_\_\_\_

**Exec. Director of Finance:** MP

**Exec. Dir. of Bus. Operations:** CR

**VP of Business Services:** Sean 4/5/24

Entered by: B7551 73 6.5.24

### Budget Transfer Form

Dollar Amount \$6,518.00

From what Budget Account 01 30400510 510600005 Object Code Description Salary

To what Budget Account 01 80600525 510900010 Salary Lapse

Is this a Grant? Yes [ ] No [X] \*If you are submitting a grant transfer, the following statement must appear in the Rationale: "This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant? Include Attachments: Yes [ ] No [X]

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

2 months unused salary for the position of Work Study Intake Coordinator.

7/2023 - 8/2023

Explain specifically why additional funds are needed in the receiving account:

Salary lapse of unused funds.

**Required Signatures**

Requestor Shawntrae Douglas 5/30/2024

Cost Center Manager Joe Klinger 5/30/2024

Associate Dean (If Applicable) \_\_\_\_\_

Dean (If Applicable) \_\_\_\_\_

Associate Vice President Colleen Rockafellow 5/30/2024

Area Vice President Sean Sullivan 5/30/2024

### BUSINESS OFFICE APPROVALS

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance \_\_\_\_\_

Exec. Director of Finance: \_\_\_\_\_

Exec. Dir. of Bus. Operations: CTR

VP of Business Services: [Signature] 6/5/24

Entered by: B755Z 73 6-5-24

### Budget Transfer Form

Dollar Amount \$9,036.00

From what Budget Account 01 30800510 510600005 Object Code Description Salary

To what Budget Account 01 80600525 510900010 Salary Lapse

Is this a Grant? Yes ( ) No (X) \*If you are submitting a grant transfer, the following statement must appear in the Rationale: "This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant? Include Attachments: Yes ( ) No (X)

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:  
3 months unused salary for the position of Office Assistant (Student Life).

7/2023 - 9/2023

Explain specifically why additional funds are needed in the receiving account:  
Salary Lapse of unused funds.

**Required Signatures**

Requestor Shawntrae Douglas 5/30/2024

Cost Center Manager Joe Klinger 5/30/2024

Associate Dean (If Applicable) \_\_\_\_\_

Dean (If Applicable) \_\_\_\_\_

Associate Vice President Colleen Rockafellow 5/30/2024

Area Vice President Sean Sullivan 5/30/2024

### BUSINESS OFFICE APPROVALS

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance \_\_\_\_\_ *ML*

Exec. Director of Finance: \_\_\_\_\_

Exec. Dir. of Bus. Operations: \_\_\_\_\_ *CR*

VP of Business Services: Lu 6/5/24

Entered by: B7553 23 6-5-24

### Budget Transfer Form

Dollar Amount \$128

			<b>Object Code Description</b>
From what Budget Account	01	30900506	550100005 Meeting Expense
To what Budget Account	01	30900506	540900505 other Materials & Supplies

Is this a Grant?  Yes  No **\*If you are submitting a grant transfer, the following statement must appear in the Rationale:**  
 "This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?  Yes  No **Include Attachments: Yes  No**



**Rationale:**

**Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:**


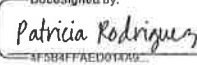
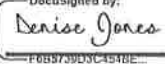


For the events we're planning in the future for the Transfer Center, we believe that this \$128 can be better spent elsewhere.

**Explain specifically why additional funds are needed in the receiving account:**

When a previous Budget Transfer was filed (Envelope ID: 8C48500F-B6D2-441B-BB4D-0D9311FEB542), there was some confusion, and a \$0 balance in another budget line was being looked at; whereas 01-30900506-540900505 was actually operating on a negative that has since absorbed most of that transfer.

The Transfer Center is very low on two ink cartridges, and cannot hold off until the new fiscal year for purchase. This transfer will bring the balance up to the \$187 needed.


**Required Signatures**


<b>Requestor</b>		DocuSigned by: _____	4/26/2024
<b>Cost Center Manager</b>		DocuSigned by: _____	5/7/2024
<b>Associate Dean (if Applicable)</b>			
<b>Dean (if Applicable)</b>		DocuSigned by: _____	5/7/2024
<b>Associate Vice President</b>		DocuSigned by: _____	5/7/2024
<b>Area Vice President</b>		DocuSigned by: _____	5/10/2024

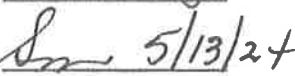
### BUSINESS OFFICE APPROVALS

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance: \_\_\_\_\_

Exec. Director of Finance: \_\_\_\_\_ 

Exec. Dir. of Bus. Operations: \_\_\_\_\_ 

VP of Business Services:  5/13/24

Entered by: B7509 73 5-13-24

### Budget Transfer Form

Dollar Amount \$16,910.00

From what Budget Account 01 40100520 510600005 Object Code Description Salary

To what Budget Account 01 80600525 510900010 Object Code Description Salary Lapse

Is this a Grant? Yes [ ] No [X] \*If you are submitting a grant transfer, the following statement must appear in the Rationale: "This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant? Include Attachments: Yes [ ] No [X]

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

5 months of unused salary for the position of Youth Program Coordinator.

7/2023 - 11/2023

Explain specifically why additional funds are needed in the receiving account:

Salary lapse of unused funds.

**Required Signatures**

Requestor DocuSigned by: shawntrae douglas 5/30/2024

Cost Center Manager DocuSigned by: Joe Klinger 5/30/2024

Associate Dean (If Applicable) \_\_\_\_\_

Dean (If Applicable) \_\_\_\_\_

Associate Vice President DocuSigned by: Colleen Rockafellow 5/30/2024

Area Vice President DocuSigned by: Sean Sullivan 5/30/2024

### BUSINESS OFFICE APPROVALS

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance \_\_\_\_\_ *AK*

Exec. Director of Finance: \_\_\_\_\_

Exec. Dir. of Bus. Operations: \_\_\_\_\_ *CR*

VP of Business Services: \_\_\_\_\_ *6/5/24*

Entered by: B 7554 73 6-5-24

### Budget Transfer Form

Dollar Amount

\$58,998.00

From what Budget Account

01 80100535 510100005

Object Code Description

Salary

To what Budget Account

01 80600525 510900010

Salary Lapse

Is this a Grant?

Yes [ ] No [X]

\*If you are submitting a grant transfer, the following statement must appear in the Rationale:

"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes [ ] No [X]

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

6 months unused salary for the position of Director Communications.

7/2023 - 12/2023

Explain specifically why additional funds are needed in the receiving account:

Salary Lapse of unused funds.

**Required Signatures**

Requestor

DocuSigned by: Shawntrae Douglas 5/29/2024

Cost Center Manager

DocuSigned by: Joe Klinger 5/29/2024

Associate Dean (If Applicable)

\_\_\_\_\_

Dean (If Applicable)

\_\_\_\_\_

Associate Vice President

DocuSigned by: Colleen Rockafellow 5/30/2024

Area Vice President

DocuSigned by: Sean Sullivan 5/30/2024

### BUSINESS OFFICE APPROVALS

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance \_\_\_\_\_

Exec. Director of Finance: \_\_\_\_\_ *M*

Exec. Dir. of Bus. Operations: \_\_\_\_\_ *CR*

VP of Business Services: *[Signature]* 6/5/24

Entered by: B7555 73 6-5-24

### Budget Transfer Form

Dollar Amount

\$6925.00

From what Budget Account

01 80100560 530900010

Object Code Description

Other Contractual Services

To what Budget Account

01 80900510 530900010

Other Contractual Services

Is this a Grant?

Yes [ ] No [X]

\*If you are submitting a grant transfer, the following statement must appear in the Rationale:

"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes [ ] No [X]

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

There is an excess of funds due to reduced use of contractual services this year.

Explain specifically why additional funds are needed in the receiving account:

Funds for compensation of ATLAS and mentors in the CTE contractual services budget line were used for payment of the Instructional Designer consultant.

Required Signatures

Requestor

DocuSigned by: Cassandra Ramirez 5/8/2024  
2F209559F4B74B4

Cost Center Manager

DocuSigned by: Susan Campos 5/8/2024  
8708745E00A6449

Associate Dean (If Applicable)

\_\_\_\_\_

Dean (If Applicable)

\_\_\_\_\_

Associate Vice President

DocuSigned by: Paul Jensen 5/10/2024  
815C008B1974DE

Area Vice President

DocuSigned by: [Signature] 5/10/2024  
7F7008A84BAE4FC

### BUSINESS OFFICE APPROVALS

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance \_\_\_\_\_

Exec. Director of Finance: [Signature]

Exec. Dir. of Bus. Operations: [Signature]

VP of Business Services: [Signature] 5/13/24

Entered by: B7511 B 5-13-24

### Budget Transfer Form

**Dollar Amount** \$1,908.00

**From what Budget Account** 01 - 80100560 - 540600005 **Object Code Description** Publication & Dues

**To what Budget Account** 01 - 10401052 - 540600005 **Object Code Description** Publication & Dues

**Is this a Grant?**  
 Yes ( ) No (X) **\*If you are submitting a grant transfer, the following statement must appear in the Rationale:**  
 "This is an allowable transfer under the (name of grant) guidelines"

**Grant Accountant?** **Include Attachments:** Yes ( ) No (X)

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:  
Less requests for this budget line than anticipated this fiscal year.

**Explain specifically why additional funds are needed in the receiving account:**

The Respiratory Care Program required additional funds to cover the cost of the site visit by program accreditors.

**Required Signatures**

**Requestor** Cassandra Ramirez 5/16/2024

**Cost Center Manager** Susan Campos 5/16/2024

**Associate Dean (if Applicable)** \_\_\_\_\_

**Dean (if Applicable)** \_\_\_\_\_

**Associate Vice President** Paul Jensen 5/16/2024

**Area Vice President** Jodi Koslow Martin 5/17/2024

### BUSINESS OFFICE APPROVALS

**Grant Accountant:** \_\_\_\_\_

**Asst. Director of Finance** \_\_\_\_\_

**Exec. Director of Finance:** AM

**Exec. Dir. of Bus. Operations:** OR

**VP of Business Services:** [Signature] 5/20/24

**Entered by:** B007525 73 5/20/24



### Budget Transfer Form

**Dollar Amount** \$1925.00

**From what Budget Account** 01 - 80100560 - 590900040 **Object Code Description** Faculty Professional Development

**To what Budget Account** 01 - 80100560 - 540600005 **Object Code Description** Publication & Dues

**Is this a Grant?** Yes ( ) No (X) **\*If you are submitting a grant transfer, the following statement must appear in the Rationale:**  
 "This is an allowable transfer under the (name of grant) guidelines"

**Grant Accountant?** **Include Attachments:** Yes ( ) No (X)

**Rationale:**

**Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:**  
 A portion of the excess funds from faculty development budget accounts in prior years are made available through the Faculty Professional Development budget account per the Faculty contract. For this budget year, within this account, sufficient funds are available for current professional development activity, meetings, conferences travel, etc.

**Explain specifically why additional funds are needed in the receiving account:**  
 Funds transferred will be used for subscriptions for online faculty professional development. These types of expenses are usually expensed through a publication and dues budget account.

**Required Signatures**

**Requestor** Cassandra Ramirez 4/29/2024

**Cost Center Manager** Susan Campos 4/30/2024

**Associate Dean (if Applicable)** \_\_\_\_\_

**Dean (if Applicable)** \_\_\_\_\_

**Associate Vice President** Paul Jensen 4/30/2024

**Area Vice President** Susan Campos 4/30/2024

**BUSINESS OFFICE APPROVALS**

**Grant Accountant:** \_\_\_\_\_

**Asst. Director of Finance** \_\_\_\_\_

**Exec. Director of Finance:** PR

**Exec. Dir. of Bus. Operations:** CR

**VP of Business Services:** [Signature] 5/8/24

**Entered by:** B7504 73 5-8-24

### Budget Transfer Form

Dollar Amount

\$69,971.00

From what Budget Account

01 80101010 510200005

Object Code Description

Salary

To what Budget Account

01 80600525 510900010

Salary Lapse

Is this a Grant?  
Yes [ ] No [X]

\*If you are submitting a grant transfer, the following statement must appear in the Rationale:  
"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes [ ] No [X]

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:  
11 months unused salary for the position of Executive Assistant President.

7/2023 - 5/2024

Explain specifically why additional funds are needed in the receiving account:

Salary Lapse of unused funds

**Required Signatures**

Requestor

DocuSigned by: Shawntrae Douglas 5/29/2024  
4C40AF6B0AB24BE...

Cost Center Manager

DocuSigned by: Joe Klingler 5/29/2024  
D123C0A7D82E490...

Associate Dean (If Applicable)

\_\_\_\_\_

Dean (If Applicable)

\_\_\_\_\_

Associate Vice President

DocuSigned by: Colleen Rockafellow 5/30/2024  
B57C58AAE4854E1...

Area Vice President

DocuSigned by: Sean Sullivan 5/30/2024  
842220251EC74A1...

**BUSINESS OFFICE APPROVALS**

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance \_\_\_\_\_

Exec. Director of Finance: \_\_\_\_\_ *M*

Exec. Dir. of Bus. Operations: \_\_\_\_\_ *CR*

VP of Business Services: Don 4/5/24

Entered by: B7556 73 6-5-24

### Budget Transfer Form

Dollar Amount

\$47,872.00

From what Budget Account

01 80101010 510200005

Object Code Description

Salary

To what Budget Account

01 80600525 510900010

Salary Lapse

Is this a Grant?  
Yes [ ] No [X]

\*If you are submitting a grant transfer, the following statement must appear in the Rationale:  
"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes [ ] No [X]

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

11 Months unused salary for the position of Coordinator Special Initiatives

07/2023-05/2024

Explain specifically why additional funds are needed in the receiving account:

Salary Lapse of unused funds

**Required Signatures**

Requestor

DocuSigned by: Sandy Rivera 5/30/2024

Cost Center Manager

DocuSigned by: Joe Klinges 5/30/2024

Associate Dean (If Applicable)

\_\_\_\_\_

Dean (If Applicable)

\_\_\_\_\_

Associate Vice President

DocuSigned by: Colleen Rockafellow 5/30/2024

Area Vice President

DocuSigned by: Sean Sullivan 5/30/2024

### BUSINESS OFFICE APPROVALS

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance: \_\_\_\_\_ *[Signature]*

Exec. Director of Finance: \_\_\_\_\_

Exec. Dir. of Bus. Operations: CTR

VP of Business Services: [Signature] 6/5/21

Entered by: B 7557 73 65-24

### Budget Transfer Form

Dollar Amount \$20,756.00

From what Budget Account 01 80200510 510400005 Object Code Description Salary

To what Budget Account 01 80600525 510900010 Salary lapse

Is this a Grant?  Yes  No **\*If you are submitting a grant transfer, the following statement must appear in the Rationale: "This is an allowable transfer under the (name of grant) guidelines"**

Grant Accountant?  Yes  No **Include Attachments: Yes  No**

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:  
4 months unused salary for the position of Senior Accountant.

7/2023 - 10/2023

Explain specifically why additional funds are needed in the receiving account:

Salary lapse of unused funds.

**Required Signatures**

Requestor Shawntrae Douglas 5/30/2024

Cost Center Manager Joe Klingler 5/30/2024

Associate Dean (If Applicable) \_\_\_\_\_

Dean (If Applicable) \_\_\_\_\_

Associate Vice President Colleen Rockafellow 5/30/2024

Area Vice President Sean Sullivan 5/30/2024

### BUSINESS OFFICE APPROVALS

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance \_\_\_\_\_ *M*

Exec. Director of Finance: \_\_\_\_\_

Exec. Dir. of Bus. Operations: CR

VP of Business Services: San 6/5/24

Entered by: B7558 B 6-5-24

### Budget Transfer Form

Dollar Amount

\$3,081.00

From what Budget Account

01 80200510 510600005

Object Code Description

Salary

To what Budget Account

01 80600525 510900010

Salary Lapse

Is this a Grant?  
Yes [ ] No [X]

\*If you are submitting a grant transfer, the following statement must appear in the Rationale:  
"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes [ ] No [X]

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:  
1 month unused salary for the position of Account Clerk.

07/2023

Explain specifically why additional funds are needed in the receiving account:

Salary lapse of unused funds

**Required Signatures**

Requestor

DocuSigned by: Sandy Rivera 5/29/2024  
C087E7B4D1B0487

Cost Center Manager

DocuSigned by: Joe Klingler 5/29/2024  
D123C0A7DB2E490

Associate Dean (If Applicable)

\_\_\_\_\_

Dean (If Applicable)

\_\_\_\_\_

Associate Vice President

DocuSigned by: Colleen Rockafellow 5/29/2024  
B17C58A7F3454E1

Area Vice President

DocuSigned by: Sean Sullivan 5/30/2024  
042220291EC77A1

### BUSINESS OFFICE APPROVALS

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance: \_\_\_\_\_

Exec. Director of Finance: \_\_\_\_\_

Exec. Dir. of Bus. Operations: \_\_\_\_\_

VP of Business Services: Sean 6/3/24

Entered by: B7559 TB 6/5/24

Budget Transfer Form

Dollar Amount \$10,640.00

From what Budget Account 01 80400520 510200005 Object Code Description Salary

To what Budget Account 01 80600525 510900010 Salary lapse

Is this a Grant? Yes [ ] No [X] \*If you are submitting a grant transfer, the following statement must appear in the Rationale:  
 "This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant? \_\_\_\_\_ Include Attachments: Yes [ ] No [X]

Rationale:

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:  
 2 months unused salary for the position of Network Engineer.  
 9/2023 - 10/2023

Explain specifically why additional funds are needed in the receiving account:  
 salary lapse of unused funds.

Required Signatures

Requestor Shawntrae Douglas 5/30/2024  
DocuSigned by: 4040AF6B0AB2406

Cost Center Manager Joe Klinger 5/30/2024  
DocuSigned by: D123C0A7D82E490...

Associate Dean (If Applicable) \_\_\_\_\_

Dean (If Applicable) \_\_\_\_\_

Associate Vice President Colleen Rockafellow 5/30/2024  
DocuSigned by: B57C55AA13854E1...

Area Vice President Sean Sullivan 5/30/2024  
DocuSigned by: 642220251EC74A1...

**BUSINESS OFFICE APPROVALS**

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance \_\_\_\_\_

Exec. Director of Finance: \_\_\_\_\_ *M*

Exec. Dir. of Bus. Operations: \_\_\_\_\_ *CR*

VP of Business Services: \_\_\_\_\_ 6/5/24

Entered by: 137560 73 65-24

### Budget Transfer Form

Dollar Amount

\$29,120.00

From what Budget Account

01 80400525 510200005

Object Code Description

Salary

To what Budget Account

01 80600525 510900010

Salary lapse

Is this a Grant?  
Yes [ ] No [X]

\*If you are submitting a grant transfer, the following statement must appear in the Rationale:  
"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes [ ] No [X]

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:  
5 months unused salary for the position of Purchasing Manager.

7/2023 - 11/2023

Explain specifically why additional funds are needed in the receiving account:

Salary Lapse of unused funds.

**Required Signatures**

Requestor

DocuSigned by: Shawntrae Douglas 5/30/2024

Cost Center Manager

DocuSigned by: Joe Klinger 5/30/2024

Associate Dean (If Applicable)

\_\_\_\_\_

Dean (If Applicable)

DocuSigned by: \_\_\_\_\_ 5/30/2024

Associate Vice President

DocuSigned by: Colleen Rockafellow 5/30/2024

Area Vice President

DocuSigned by: Sean Sullivan 5/30/2024

### BUSINESS OFFICE APPROVALS

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance \_\_\_\_\_

Exec. Director of Finance: JK

Exec. Dir. of Bus. Operations: CR

VP of Business Services: San 6/5/24

Entered by: B756/ 73 65-24

### Budget Transfer Form

Dollar Amount

100,000

From what Budget Account

01 80600525 520700005

Object Code Description

General Institutional: Tuition Waivers

To what Budget Account

01 80600525 590200033

General Institutional - TRIO Waivers

Is this a Grant?

Yes [ ] No [X]

\*If you are submitting a grant transfer, the following statement must appear in the Rationale:

"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes [ ] No [X]

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

Less money initial funds allocation is needed in the employee benefits account

Explain specifically why additional funds are needed in the receiving account:

Triton College is committed to supporting TRIO students in their academic journey. To ensure participants persist, remain in good academic standing, graduate, and transfer, the transfer is needed to offer a 3-credit-hour tuition waiver for TRIO students to retake up to two summer classes if they have earned a D, F, or W in the course. Each participant in the TRIO program is eligible for two tuition fee waivers during their time in the program. These waivers cover the tuition cost of a three-credit-hour course, providing crucial financial assistance to help students succeed

**Required Signatures**

Requestor

DocuSigned by: Colleen Rockafellow 5/23/2024

Cost Center Manager

DocuSigned by: Joe Klinger 5/23/2024

Associate Dean (If Applicable)

\_\_\_\_\_

Dean (If Applicable)

\_\_\_\_\_

Associate Vice President

DocuSigned by: Colleen Rockafellow 5/23/2024

Area Vice President

DocuSigned by: Sean Sullivan 5/23/2024

### BUSINESS OFFICE APPROVALS

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance \_\_\_\_\_

Exec. Director of Finance: *AK* \_\_\_\_\_

Exec. Dir. of Bus. Operations: *CR* \_\_\_\_\_

VP of Business Services: *Jan 5/28/24* \_\_\_\_\_

Entered by: *B7529 23 5/28/24*



### Budget Transfer Form

Dollar Amount

\$10,504.00

From what Budget Account

01 80700510 510200005

Object Code Description

Salary

To what Budget Account

01 80600525 510900010

Salary Lapse

Is this a Grant?

Yes [ ] No [X]

\*If you are submitting a grant transfer, the following statement must appear in the Rationale:

"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes [ ] No [X]

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

2 months unused salary for the position of Data Analyst

10/2023-11/2023

Explain specifically why additional funds are needed in the receiving account:

Salary Lapse of unused funds

**Required Signatures**

Requestor

DocuSigned by: Santy Rivera 5/30/2024  
00B78784D18C487

Cost Center Manager

DocuSigned by: Joe Klinger 5/30/2024  
0123CUA7D82E890

Associate Dean (If Applicable)

\_\_\_\_\_

Dean (If Applicable)

DocuSigned by: \_\_\_\_\_ 5/30/2024

Associate Vice President

DocuSigned by: Colleen Rockafollow 5/30/2024  
857C88AF1454E1

Area Vice President

DocuSigned by: Sean Sullivan 5/30/2024  
84220251EC74A1

### BUSINESS OFFICE APPROVALS

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance \_\_\_\_\_

Exec. Director of Finance: \_\_\_\_\_

Exec. Dir. of Bus. Operations: CTR

VP of Business Services: [Signature] 6/5/24

Entered by: B7562 JB 6-5-24

### Budget Transfer Form

Dollar Amount

\$12,038.00

From what Budget Account

01 80800510 510200005

Object Code Description

Salary

To what Budget Account

01 80600525 510900010

Salary lapse

Is this a Grant?  
Yes ( ) No (X)

\*If you are submitting a grant transfer, the following statement must appear in the Rationale:  
"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes ( ) No (X)

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

2 months unused salary for the position of Senior Systems Administrator.

7/2023 - 8/2023

Explain specifically why additional funds are needed in the receiving account:

Salary lapse of unused funds.

**Required Signatures**

Requestor

DocuSigned by: Shawntrae Douglas 5/30/2024

Cost Center Manager

DocuSigned by: Joe Klinger 5/30/2024

Associate Dean (If Applicable)

\_\_\_\_\_

Dean (If Applicable)

\_\_\_\_\_

Associate Vice President

DocuSigned by: Colleen Rockafellow 5/30/2024

Area Vice President

DocuSigned by: Sean Sullivan 5/30/2024

**BUSINESS OFFICE APPROVALS**

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance: \_\_\_\_\_

Exec. Director of Finance: \_\_\_\_\_ *M*

Exec. Dir. of Bus. Operations: \_\_\_\_\_ *CR*

VP of Business Services: \_\_\_\_\_ *Roz 2/5/24*

Entered by: 19756373 6-5-24

### Budget Transfer Form

Dollar Amount \$6,019.00

				<b>Object Code Description</b>
<b>From what Budget Account</b>	<u>01</u>	<u>80800510</u>	<u>510200005</u>	<u>Salary</u>
<b>To what Budget Account</b>	<u>01</u>	<u>80600525</u>	<u>510900010</u>	<u>Salary Lapse</u>

Is this a Grant? Yes  No  \*If you are submitting a grant transfer, the following statement must appear in the Rationale:  
 "This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant? Include Attachments: Yes  No

**Rationale:**  
 Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:  
 1 month unused salary for the position of Senior Systems Analyst.

7/2023

Explain specifically why additional funds are needed in the receiving account:  
 Salary lapse of unused funds.

#### Required Signatures

<b>Requestor</b>	<u>DocuSigned by: Shawntrae Douglas</u>	<u>5/30/2024</u>
<b>Cost Center Manager</b>	<u>DocuSigned by: Joe Klingner</u>	<u>5/30/2024</u>
<b>Associate Dean (If Applicable)</b>	_____	
<b>Dean (If Applicable)</b>	_____	
<b>Associate Vice President</b>	<u>DocuSigned by: Colleen Rockafellow</u>	<u>5/30/2024</u>
<b>Area Vice President</b>	<u>DocuSigned by: Sean Sullivan</u>	<u>5/30/2024</u>

#### BUSINESS OFFICE APPROVALS

Grant Accountant: \_\_\_\_\_  
 Asst. Director of Finance \_\_\_\_\_  
 Exec. Director of Finance: MR  
 Exec. Dir. of Bus. Operations: CR  
 VP of Business Services: Sean 6/5/24

Entered by: B7564 B 6-5-24

### Budget Transfer Form

Dollar Amount

\$13,761.00

From what Budget Account

01 80900510 510400005

Object Code Description

Salary

To what Budget Account

01 80600525 510900010

Salary Lapse

Is this a Grant?

Yes [ ] No [X]

**\*If you are submitting a grant transfer, the following statement must appear in the Rationale:**

**"This is an allowable transfer under the (name of grant) guidelines"**

Grant Accountant?

Include Attachments: Yes [ ] No [X]

Rationale:

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

3 months unused salary for the position of Instructional Designer

01/2024 - 03/2024

Explain specifically why additional funds are needed in the receiving account:

Salary Lapse of unused funds.

Required Signatures

Requestor

DocuSigned by: Shawntrae Douglas 5/30/2024  
4040AF6BDA692405...

Cost Center Manager

DocuSigned by: Joe Klingler 5/30/2024  
D123C0V7082E490...

Associate Dean (If Applicable)

\_\_\_\_\_

Dean (If Applicable)

\_\_\_\_\_

Associate Vice President

DocuSigned by: Colleen Rockafellow 5/30/2024  
857C82AF-1454E1...

Area Vice President

DocuSigned by: Sean Sullivan 5/30/2024  
#42220251EC74A1...

### BUSINESS OFFICE APPROVALS

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance \_\_\_\_\_

Exec. Director of Finance: \_\_\_\_\_ *M*

Exec. Dir. of Bus. Operations: \_\_\_\_\_ *CR*

VP of Business Services: \_\_\_\_\_ *6/5/24*

Entered by: B7565 73 6-5-24



### Budget Transfer Form

Dollar Amount \$400

			<b>Object Code Description</b>	
From what Budget Account	01	80900510	550300005	Travel Out of State
To what Budget Account	01	80900510	530900010	other Contractual Services

Is this a Grant? Yes  No  **\*If you are submitting a grant transfer, the following statement must appear in the Rationale: "This is an allowable transfer under the (name of grant) guidelines"**

Grant Accountant?  Include Attachments: Yes  No

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:  
Less funding is needed in the Out of State Travel funds.

**Explain specifically why additional funds are needed in the receiving account:**

More funds are needed in the Other Contractual Services to fund additional faculty stipends for mentoring.

**Required Signatures**

Requestor	<u>DocuSigned by: Shelley Tiwari</u>	5/8/2024
Cost Center Manager	<u>DocuSigned by: Shelley Tiwari</u>	5/8/2024
Associate Dean (If Applicable)	_____	
Dean (If Applicable)	_____	
Associate Vice President	<u>DocuSigned by: Paul Jensen</u>	5/8/2024
Area Vice President	<u>DocuSigned by: Susan Campos</u>	5/8/2024

### BUSINESS OFFICE APPROVALS

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance: \_\_\_\_\_

Exec. Director of Finance: \_\_\_\_\_ *MP*

Exec. Dir. of Bus. Operations: \_\_\_\_\_ *CR*

VP of Business Services: \_\_\_\_\_ *5/9/24*

Entered by: B7505 73 5.9.24

*MP*

### Budget Transfer Form

**Dollar Amount** \$3,450.00

**From what Budget Account** 01 80900530 510600005 **Object Code Description** salary

**To what Budget Account** 01 80600525 510900010 salary lapse

**Is this a Grant?** Yes [ ] No [X] **\*If you are submitting a grant transfer, the following statement must appear in the Rationale:**  
 "This is an allowable transfer under the (name of grant) guidelines"

**Grant Accountant?** **Include Attachments:** Yes [ ] No [X]

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:  
 1 month of unused salary for the position of Administrative Assistant

07/2023

Explain specifically why additional funds are needed in the receiving account:

Salary lapse of unused funds.

**Required Signatures**

**Requestor** DocuSigned by: *Santy Rivera* 5/29/2024  
009707B4D1B0407...

**Cost Center Manager** DocuSigned by: *Joe Klingler* 5/29/2024  
0123C0A7082E400...

**Associate Dean (if Applicable)** \_\_\_\_\_

**Dean (if Applicable)** \_\_\_\_\_

**Associate Vice President** DocuSigned by: *Colleen Rockafellow* 5/30/2024  
857C88AA1454E1...

**Area Vice President** DocuSigned by: *Sean Sullivan* 5/30/2024  
642220251EC74A1...

**BUSINESS OFFICE APPROVALS**

**Grant Accountant:** \_\_\_\_\_

**Asst. Director of Finance** \_\_\_\_\_

**Exec. Director of Finance:** *[Signature]*

**Exec. Dir. of Bus. Operations:** *[Signature]*

**VP of Business Services:** *[Signature]* 4/10/24

Entered by: B7566 73 6-5-24

### Budget Transfer Form

Dollar Amount: \$18,145.00

From what Budget Account: 02 70100510 510700005      Object Code Description: Salary

To what Budget Account: 02 70300510 510900010      Object Code Description: Salary Lapse

Is this a Grant? Yes [ ] No [X]      \*If you are submitting a grant transfer, the following statement must appear in the Rationale:  
 "This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant? \_\_\_\_\_      Include Attachments: Yes [ ] No [X]

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

5 months unused salary for the position of Senior Lead Custodians.

01/2024 - 5/2024

Explain specifically why additional funds are needed in the receiving account:

Salary lapse of unused funds.

**Required Signatures**

Requestor: shawntae douglas 5/30/2024

Cost Center Manager: Joe Klingor 5/30/2024

Associate Dean (if Applicable): \_\_\_\_\_

Dean (if Applicable): \_\_\_\_\_

Associate Vice President: Colleen Rockafellow 5/30/2024

Area Vice President: Sean Sullivan 5/30/2024

### BUSINESS OFFICE APPROVALS

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance: \_\_\_\_\_

Exec. Director of Finance: \_\_\_\_\_ *MR*

Exec. Dir. of Bus. Operations: \_\_\_\_\_ *CR*

VP of Business Services: \_\_\_\_\_ 6/10/24

Entered by: B7567 TB 65-24



### Budget Transfer Form

<b>Dollar Amount</b>	<u>\$12,048.00</u>	
<b>From what Budget Account</b>	<u>02 - 70100510 - 510700005</u>	<b>Object Code Description</b> <u>Salary</u>
<b>To what Budget Account</b>	<u>02 - 70300510 - 510900010</u>	<u>Salary lapse</u>
<b>Is this a Grant?</b> Yes ( ) No (X)	<b>*If you are submitting a grant transfer, the following statement must appear in the Rationale:</b> "This is an allowable transfer under the (name of grant) guidelines"	
<b>Grant Accountant?</b>	<b>Include Attachments:</b> Yes ( ) No (X)	

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:  
4 Months unused salary for the position of Maintenance Skilled Trades.

7/2023 - 10/2023

Explain specifically why additional funds are needed in the receiving account:

Salary lapse of unused funds.

**Required Signatures**

<b>Requestor</b>	<u>DocuSigned by: Shawntrae Douglas</u>	<u>5/30/2024</u>
<b>Cost Center Manager</b>	<u>DocuSigned by: Joe Klingner</u>	<u>5/30/2024</u>
<b>Associate Dean (If Applicable)</b>	_____	
<b>Dean (If Applicable)</b>	_____	
<b>Associate Vice President</b>	<u>DocuSigned by: Colleen Rockafellow</u>	<u>5/30/2024</u>
<b>Area Vice President</b>	<u>DocuSigned by: Sean Sullivan</u>	<u>5/30/2024</u>

### BUSINESS OFFICE APPROVALS

**Grant Accountant:** \_\_\_\_\_

**Asst. Director of Finance** \_\_\_\_\_

**Exec. Director of Finance:** \_\_\_\_\_ *MR*

**Exec. Dir. of Bus. Operations:** \_\_\_\_\_ *CR*

**VP of Business Services:** \_\_\_\_\_ *2/5/24*

**Entered by:** B7568 *73 6-5-24*

**Budget Transfer Form**

Dollar Amount \$82,470.00

				<b>Object Code Description</b>
<b>From what Budget Account</b>	02	70100540	510700005	Salary
<b>To what Budget Account</b>	02	70300510	510900010	Salary Lapse

Is this a Grant?  Yes  No **\*If you are submitting a grant transfer, the following statement must appear in the Rationale:**  
 "This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?  Yes  No **Include Attachments: Yes  No**

**Rationale:**

**Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:**  
 5 Months unused salary for the position of Stationary Engineer.  
 7/2023 - 11/2023

**Explain specifically why additional funds are needed in the receiving account:**  
 Salary Lapse of unused funds.

**Required Signatures**

<b>Requestor</b>	<small>DocuSigned by:</small> <u>shawntrae douglas</u>	5/30/2024
<b>Cost Center Manager</b>	<small>DocuSigned by:</small> <u>Joe Klingor</u>	5/30/2024
<b>Associate Dean (If Applicable)</b>	_____	
<b>Dean (If Applicable)</b>	_____	
<b>Associate Vice President</b>	<small>DocuSigned by:</small> <u>Colleen Rockafellow</u>	5/30/2024
<b>Area Vice President</b>	<small>DocuSigned by:</small> <u>Sean Sullivan</u>	5/30/2024

**BUSINESS OFFICE APPROVALS**

Grant Accountant: \_\_\_\_\_  
 Asst. Director of Finance \_\_\_\_\_  
 Exec. Director of Finance: MP  
 Exec. Dir. of Bus. Operations: CR  
 VP of Business Services: San 6/5/24

Entered by: B7509 JB 6-5-24

Budget Transfer Form

Dollar Amount \$11,060.00

				<b>Object Code Description</b>
<b>From what Budget Account</b>	02	70300510	510700005	Salary
<b>To what Budget Account</b>	02	70300510	510900010	Salary lapse

Is this a Grant?  Yes  No **\*If you are submitting a grant transfer, the following statement must appear in the Rationale:**  
 "This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?  Yes  No **Include Attachments: Yes  No**

**Rationale:**

**Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:**  
 4 months unused salary for the position of Gardner.  
 7/2023 - 10/2023

**Explain specifically why additional funds are needed in the receiving account:**  
 Salary Lapse of unused funds

Required Signatures

<b>Requestor</b>	<small>DocuSigned by:</small> <u>Shawntrae Douglas</u>	5/29/2024
<b>Cost Center Manager</b>	<small>DocuSigned by:</small> <u>Joe Klinge</u>	5/29/2024
<b>Associate Dean (if Applicable)</b>	_____	
<b>Dean (if Applicable)</b>	_____	
<b>Associate Vice President</b>	<small>DocuSigned by:</small> <u>Colleen Rockafellow</u>	5/30/2024
<b>Area Vice President</b>	<small>DocuSigned by:</small> <u>Sean Sullivan</u>	5/30/2024

**BUSINESS OFFICE APPROVALS**

Grant Accountant: \_\_\_\_\_  
 Asst. Director of Finance: \_\_\_\_\_  
 Exec. Director of Finance: \_\_\_\_\_ *NR*  
 Exec. Dir. of Bus. Operations: \_\_\_\_\_ *CR*  
 VP of Business Services: \_\_\_\_\_ *6/5/24*

Entered by: B7570 7/3/24

### Budget Transfer Form

**Dollar Amount** \$31,471.00

<b>From what Budget Account</b>	<u>02 - 70400510 - 510700005</u>	<b>Object Code Description</b>	<u>Salary</u>
<b>To what Budget Account</b>	<u>02 - 70300510 - 510900010</u>		<u>Salary Lapse</u>

Is this a Grant? Yes [ ] No [X] **\*If you are submitting a grant transfer, the following statement must appear in the Rationale: "This is an allowable transfer under the (name of grant) guidelines"**

Grant Accountant? Include Attachments: Yes [ ] No [X]

**Rationale:**

**Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:**

11 months unused salary for the position of Police Officer

7/2023 - 5/2024

**Explain specifically why additional funds are needed in the receiving account:**

Salary Lapse of unused funds.

**Required Signatures**

<b>Requestor</b>	DocuSigned by: <u>Shauntrae Douglas</u>	5/30/2024
<b>Cost Center Manager</b>	DocuSigned by: <u>Joe Klinger</u>	5/30/2024
<b>Associate Dean (if Applicable)</b>	_____	
<b>Dean (if Applicable)</b>	_____	
<b>Associate Vice President</b>	DocuSigned by: <u>Colleen Rockafellow</u>	5/30/2024
<b>Area Vice President</b>	DocuSigned by: <u>Sean Sullivan</u>	5/30/2024

**BUSINESS OFFICE APPROVALS**

**Grant Accountant:** \_\_\_\_\_

**Asst. Director of Finance** \_\_\_\_\_

**Exec. Director of Finance:** \_\_\_\_\_ *AK*

**Exec. Dir. of Bus. Operations:** \_\_\_\_\_ *CR*

**VP of Business Services:** \_\_\_\_\_ *6/10/24*

Entered by: B7371 *7/6/24*

Budget Transfer Form

Dollar Amount \$28,610.00

From what Budget Account 02 70400510 510700005 Object Code Description Salary

To what Budget Account 02 70300510 510900010 Salary Lapse

Is this a Grant? Yes [ ] No [X] \*If you are submitting a grant transfer, the following statement must appear in the Rationale: "This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant? Include Attachments: Yes [ ] No [X]

Rationale:

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:  
10 months of unused salary for the position of Police Officer

8/2023- 5/2024

Explain specifically why additional funds are needed in the receiving account:

Salary Lapse of unused funds.

Required Signatures

Requestor DocuSigned by: Shawntrae Douglas 5/30/2024

Cost Center Manager DocuSigned by: Joe Klinger 5/30/2024

Associate Dean (if Applicable) \_\_\_\_\_

Dean (if Applicable) \_\_\_\_\_

Associate Vice President DocuSigned by: Colleen Rockafellow 5/30/2024

Area Vice President DocuSigned by: Sean Sullivan 5/30/2024

**BUSINESS OFFICE APPROVALS**

Grant Accountant: \_\_\_\_\_

Asst. Director of Finance \_\_\_\_\_

Exec. Director of Finance: \_\_\_\_\_ *MP*

Exec. Dir. of Bus. Operations: \_\_\_\_\_ *CR*

VP of Business Services: *Sean 6/5/24*

Entered by: *B7572 B 6-5-24*

### Budget Transfer Form

Dollar Amount \$1325.00

From what Budget Account 06 10405003 580600005 Object Code Description Equipment-Instructions\>5k

To what Budget Account 06 10405003 540100210 Instructional Supplies

Is this a Grant?  Yes  No  \*If you are submitting a grant transfer, the following statement must appear in the Rationale:  
 "This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant? Gianna Colella Include Attachments: Yes  No

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

This is a transfer to purchase the hard drive upgrade accompanying the digital wireless x-ray detector (Perkins WBL 1.1 - Req #0044779). The unit costs less than \$5000, necessitating this transfer of funds to a different budget.

Explain specifically why additional funds are needed in the receiving account:

Funds transferred from equipment greater than \$5000 to a Perkins Supplies account allowing the purchase of equipment less than \$5000.

This is an allowable transfer under the Perkins grant guidelines.

**Required Signatures**

<b>Requestor</b>	<small>DocuSigned by:</small> <u>Pamela Harmon</u>	4/22/2024
<b>Cost Center Manager</b>	<small>DocuSigned by:</small> <u>Ty Perkins</u>	4/23/2024
<b>Associate Dean (if Applicable)</b>	<small>DocuSigned by:</small> <u>Ty Perkins</u>	5/2/2024
<b>Dean (if Applicable)</b>	<small>DocuSigned by:</small> <u>Pamela Harmon</u>	5/2/2024
<b>Associate Vice President</b>	<small>DocuSigned by:</small> <u>Paul Jensen</u>	5/2/2024
<b>Area Vice President</b>	<small>DocuSigned by:</small> <u>Susan Campos</u>	5/2/2024

**BUSINESS OFFICE APPROVALS**

Grant Accountant: gc 5-2-24

Asst. Director of Finance: [Signature]

Exec. Director of Finance: [Signature]

Exec. Dir. of Bus. Operations: OK

VP of Business Services: [Signature] 5/3/24

Entered by: B7313 73 5-6-24

### Budget Transfer Form

Dollar Amount

\$2500.00

From what Budget Account

06 10405013 59020000

Object Code Description

Student Grants & Scholarships

To what Budget Account

06 10405013 55010005

Westlake6 4thYR : Meeting Expense

08  
PD

Is this a Grant?  
Yes [ x ] No [ ]

\*If you are submitting a grant transfer, the following statement must appear in the Rationale:  
"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant? Elizabeth Zytron

Include Attachments: Yes [ ] No [ x ]

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

Based on a projection from the previous semester, funds for Grants & Scholarships reimbursement will be underspent by the end of FY24

Explain specifically why additional funds are needed in the receiving account:

Funds will be used for Meeting Expenses for events and Westlake meetings. This is an allowable transfer under Westlake Scholarship/Grant guidelines.

Required Signatures

Requestor

DocuSigned by: Barina Santos 4/24/2024  
53D36706404F49E...

Cost Center Manager

DocuSigned by: Christine Debus 4/25/2024  
6F31648F3556421...

Associate Dean (If Applicable)

DocuSigned by: \_\_\_\_\_ 4/25/2024

Dean (If Applicable)

Gregg Bglau 4/25/2024  
B08C52C7D0558469...

Associate Vice President

DocuSigned by: Paul Jensen 4/26/2024  
815C0058B1074DE...

Area Vice President

DocuSigned by: Susan Campos 5/6/2024  
87D8745E6B8B440...

**BUSINESS OFFICE APPROVALS**

Grant Accountant: [Signature]

Asst. Director of Finance: [Signature]

Exec. Director of Finance: [Signature]

Exec. Dir. of Bus. Operations: [Signature]

VP of Business Services: [Signature] 5/8/24

Entered by: B7502 73 5-8-24

### Budget Transfer Form

Dollar Amount

\$1500.00

From what Budget Account

06 10405013 59020000

Object Code Description

Student Grants & Scholarships

To what Budget Account

06 10405013 55010005

Meeting Expense

DS  
PD

Is this a Grant?  
Yes [ X ] No [ ]

\*If you are submitting a grant transfer, the following statement must appear in the Rationale:  
"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant? Elizabeth Zydron

Include Attachments: Yes [ ] No [ X ]

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

Based on a projection from the previous semester, funds for student grants will be underspent by the end of FY24

Explain specifically why additional funds are needed in the receiving account:

Funds will be used for events and Westlake meetings. This is an allowable transfer under Westlake Scholarship/Grant guidelines.

**Required Signatures**

Requestor

DocuSigned by: karina Santos 5/1/2024

Cost Center Manager

DocuSigned by: Christine Debus 5/1/2024

Associate Dean (If Applicable)

DocuSigned by: \_\_\_\_\_ 5/1/2024

Dean (If Applicable)

DocuSigned by: Gregg Biglau 5/1/2024

Associate Vice President

DocuSigned by: Paul Jensen 5/1/2024

Area Vice President

DocuSigned by: Susan Campos 5/1/2024

**BUSINESS OFFICE APPROVALS**

Grant Accountant: E Zydron 5/3/24

Asst. Director of Finance: SO

Exec. Director of Finance: AR

Exec. Dir. of Bus. Operations: CR

VP of Business Services: Jan 5/6/24

Entered by: B7317 JS 5.6.24



### Budget Transfer Form

Dollar Amount \$1500.00

		<b>Object Code Description</b>	
<b>From what Budget Account</b>	06 10605005 59020000	AEF-ADULT ED - FEDERAL : Student Grants & Scho	
<b>To what Budget Account</b>	06 10605005 55010005	AEF - ADULT ED FEDERAL: Meeting Expenses	

DS  
 PD

Is this a Grant?  
Yes  No

**\*If you are submitting a grant transfer, the following statement must appear in the Rationale:  
"This is an allowable transfer under the (name of grant) guidelines"**

Grant Accountant? Susan Zefeldt

Include Attachments: Yes  No

**Rationale:**

**Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:**

Majority of students in Integrated Education and Training programs were financially supported by other grant funding, tuition funds will be underspent by the end of the FY.

**Explain specifically why additional funds are needed in the receiving account:**

~~Funds will be used for expenses for upcoming meetings in Adult Education. This is an allowable transfer under the AEF. This is an allowable transfer under the AEF. This is an allowable transfer under the AEF.~~

Funds will be used for expenses related to an adult education (APC) resource fair designed to educate students on community resources that can help them transition into post-secondary education, career pathways, and employment. This is an allowable transfer under the AEF.

**Required Signatures**

**Requestor** DocuSigned by: Zella M Fredette 5/3/2024

**Cost Center Manager** DocuSigned by: Greg Bofau 5/6/2024

**Associate Dean (if Applicable)** \_\_\_\_\_

**Dean (if Applicable)** \_\_\_\_\_

**Associate Vice President** DocuSigned by: Paul Jensen 5/7/2024

**Area Vice President** DocuSigned by: Susan Campos 5/7/2024

### BUSINESS OFFICE APPROVALS

**Grant Accountant:** [Signature] 5/8/2024

**Asst. Director of Finance** [Signature]

**Exec. Director of Finance:** [Signature]

**Exec. Dir. of Bus. Operations:** \_\_\_\_\_

**VP of Business Services:** [Signature] 5/8/24

**Entered by:** B7506 JB 5.9.24

### Budget Transfer Form

<b>Dollar Amount</b>	<u>\$2500</u>	
<b>From what Budget Account</b>	<u>06 30200525 530900010</u>	<b>Object Code Description</b> <u>Other Contractual Services</u>
<b>To what Budget Account</b>	<u>06 30200525 550200006</u>	<u>Travel In-State Students</u>
<b>Is this a Grant?</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<b>*If you are submitting a grant transfer, the following statement must appear in the Rationale:</b> "This is an allowable transfer under the (name of grant) guidelines"	
<b>Grant Accountant?</b> Gerardo Porrás-Nava	<b>Include Attachments:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	

**Rationale:**

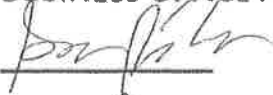



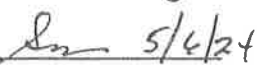
**Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:**  
 The "other contractual services" funds were previously reserved for an external evaluation, but we will not have one conducted at the end of this year.  
 This is an allowable transfer under the Department of Education grant guidelines.

**Explain specifically why additional funds are needed in the receiving account:**  
 The "Travel In-State Students" line is low and we are planning school visits and a student trip this month.

**Required Signatures**

<b>Requestor</b>	<small>DocuSigned by:</small> <u>Tatianne Butler</u>	<u>5/2/2024</u>
<b>Cost Center Manager</b>	<small>231333116F04D9</small> <small>DocuSigned by:</small> <u>Tatianne Butler</u>	<u>5/2/2024</u>
<b>Associate Dean (If Applicable)</b>	<small>DocuSigned by:</small> _____	<u>5/2/2024</u>
<b>Dean (If Applicable)</b>	<small>8CUEF7BESDF-2D...</small> <small>DocuSigned by:</small> <u>Hilary Meyer</u>	<u>5/3/2024</u>
<b>Associate Vice President</b>	<small>F6B5739D3E4548E</small> <small>DocuSigned by:</small> <u>Denise Jones</u>	<u>5/3/2024</u>
<b>Area Vice President</b>	<small>79E39C5A5A2340C</small> <small>DocuSigned by:</small> <u>Jodi Koslow-Martin</u>	<u>5/3/2024</u>

#### BUSINESS OFFICE APPROVALS

<b>Grant Accountant:</b>	<u></u>	
<b>Asst. Director of Finance</b>	<u></u>	
<b>Exec. Director of Finance:</b>	<u></u>	
<b>Exec. Dir. of Bus. Operations:</b>	<u></u>	<b>Entered by:</b> <u>B7315 73 5/6/24</u>
<b>VP of Business Services:</b>	<u> 5/6/24</u>	

### Budget Transfer Form

Dollar Amount \$1500

From what Budget Account 06 - 30200525 - 530900010 Object Code Description Other Contractual Services

To what Budget Account 06 - 30200525 - 550300005 Travel out of State

Is this a Grant? Yes  No  \*If you are submitting a grant transfer, the following statement must appear in the Rationale:  
 "This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant? Gerardo Porras-Nava Include Attachments: Yes  No

**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:  
 The "other contractual services" funds were previously reserved for an external evaluation, but we will not have one conducted at the end of this year. This is an allowable transfer under the Department of Education grant guidelines.

Explain specifically why additional funds are needed in the receiving account:  
 The "Travel out of State" line is negative and an out-of-state trip for Priority #6 training is being planned for later this summer. This is an allowable transfer under the Department of Education grant guidelines. (The new total would not exceed the allowable 4%.)

**Required Signatures**

Requestor Tatianne Butler 5/2/2024  
DocuSigned by: 231533116F024D9

Cost Center Manager Tatianne Butler 5/2/2024  
DocuSigned by: 231533116F024D9

Associate Dean (If Applicable) \_\_\_\_\_

Dean (If Applicable) Hilary Meyer 5/2/2024  
DocuSigned by: 8C0D078E90B142D

Associate Vice President Denise Jones 5/3/2024  
DocuSigned by: F80526D314540E

Area Vice President Jodi Koslow-Martin 5/3/2024  
DocuSigned by: 79039C5A5A2549C

**BUSINESS OFFICE APPROVALS**

Grant Accountant: [Signature]

Asst. Director of Finance: [Signature]

Exec. Director of Finance: [Signature]

Exec. Dir. of Bus. Operations: [Signature]

VP of Business Services: [Signature] 5/6/24

Entered by: B7316 JB 5-6-24

### Budget Transfer Form

**Dollar Amount** \$306

**From what Budget Account** 06 40405001 530900010 **Object Code Description** CNS-RSVP 4/24-3/25: Other Contractual Services

**To what Budget Account** 06 40405001 540901005 **Object Code Description** CNS-RSVP 4/24-3/25: Computer Equipment <5k

**Is this a Grant?** Yes  No  **\*If you are submitting a grant transfer, the following statement must appear in the Rationale:**  
 "This is an allowable transfer under the (name of grant) guidelines"

**Grant Accountant?** Gianna Colella **Include Attachments:** Yes  No

**Rationale:**

**Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:**

The cost for volunteer insurance (categorized within "other contractual services" was reduced from when the original budget was sent to the grantor, due to fewer volunteers in the program/lower quota established; this leaves extra money in the line item that can be used elsewhere.

**Explain specifically why additional funds are needed in the receiving account:**

Money transferred to "computer equipment <5k" will go towards buying new printers needed for the RSVP tax assistance program (replacing printers that don't work anymore). This is an allowable cost per AmeriCorps Seniors RSVP grant guidelines.

**Required Signatures**

**Requestor** Mario Porras 4/25/2024  
DocuSigned by: 609E09296542457

**Cost Center Manager** Mario Porras 4/25/2024  
DocuSigned by: 509E60296542457

**Associate Dean (If Applicable)** \_\_\_\_\_

**Dean (If Applicable)** Bianca Sola-Perkins 4/26/2024  
DocuSigned by: 292A3F20807A477

**Associate Vice President** Paul Jensen 4/26/2024  
DocuSigned by: 812C00BB1974DE

**Area Vice President** Susan Campos 5/2/2024  
DocuSigned by: 0708745E0B8A445

**BUSINESS OFFICE APPROVALS**

**Grant Accountant:** gc 5-2-24

**Asst. Director of Finance** \_\_\_\_\_

**Exec. Director of Finance:** \_\_\_\_\_

**Exec. Dir. of Bus. Operations:** CR

**VP of Business Services:** [Signature] 5/2/24

**Entered by:** B7314 73 5/6/24

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

Meeting of June 18, 2024

ACTION EXHIBIT NO. 17056

**SUBJECT: APPROVAL OF FISCAL YEAR 2025 TENTATIVE BUDGET**

**RECOMMENDATION:** That the Board of Trustees approve the Fiscal Year 2025 Tentative Budget in accordance with state statutes.

**RATIONALE:** This tentative budget is submitted for Board approval so the College may start conducting business for FY 2025. It will be placed in libraries throughout the district and will have been available for public review for 30 days prior to the public hearing in accordance with state statutes.

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*Sean Sullivan*

**Submitted to Board by:** \_\_\_\_\_  
Sean O'Brien Sullivan, Vice President of Business Services

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**Board Officers' Signatures Required:**

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**Mark R. Stephens**  
**Chairman**

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**Tracy Jennings**  
**Secretary**

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**Date**

Related forms requiring Board signature: Yes  No

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

Meeting of June 18, 2024

ACTION EXHIBIT NO. 17057

**SUBJECT: RENEWAL OF TREASURER'S BOND**

**RECOMMENDATION:** That the Board of Trustees approve the Treasurer's Bond to no less than \$18 million, reflecting 25% of all cash and other monetary assets under the Treasurer's custody. Compliance with State law mandates the bond amount be at least 25% of these assets. The cost of the Bond for FY25 will be \$16,639.

**RATIONALE:** This aligns with state law; 110 ILCS 805/3-19 and is estimated to adequately cover the maximum amount of all identified cash-related assets on hand during FY25.

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*Sean Sullivan*

**Submitted to Board by:** \_\_\_\_\_  
Sean O'Brien Sullivan, Vice President of Business Services

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**Board Officers' Signatures Required:**

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

\_\_\_\_\_  
**Elizabeth Potter**  
Secretary

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

Related forms requiring Board signature: Yes  No

**PUBLIC OFFICIAL**  
83BSBGT7469



Hartford Plaza  
Hartford, Connecticut 06155

**KNOW ALL MEN BY THESE PRESENTS**, That we Sean Sullivan  
of 1004 N. Cumberland Avenue, Park Ridge, IL 60068  
as Principal, and Hartford Fire Insurance Company, of Hartford,  
Connecticut, as Surety, are held and firmly bound unto Triton College  
2000 Fifth Avenue, River Grove, IL 60171, as Obligee, in the penal  
sum of Eighteen Million and 00/100 (\$18,000,000.00) Dollars,  
lawful money of the United States of America, for the payment of which, well and truly to be made, said Principal  
binds himself, his heirs, executors, administrators and assigns, and said Surety binds itself, its successors and  
assigns, jointly and severally, firmly by these presents.

Signed and sealed this 22nd day of May A.D. 2024.

Whereas, the said Sean Sullivan  
has been duly elected or appointed to the office of Vice President Business Administration/Treasurer  
in and for the Triton College  
for the term beginning on the 1st day of July, 2024 and ending on the  
1st day of July, 2025.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that if the above bounden Principal shall (subject to the provisions set out hereinbelow) faithfully perform the duties of said office or position during the said term, and shall pay over to the person authorized by law to receive the same all moneys that may come into his hands during the said term without fraud or delay, and at the expiration of said term, or in case of his resignation or removal from office, shall turn over to his successor all records and property which have come into his hands, then this obligation to be null and void; otherwise to remain in full force and effect.

This obligation may be terminated by either Surety or the Obligee upon thirty days' notice in writing to the other of said parties, and thereupon this obligation up to the date of termination shall remain in full force and effect and, if no claim is or shall have been made or paid hereunder, the Surety shall refund the unearned premium.

IN TESTIMONY WHEREOF, the said Principal has hereunto set his hand and seal and the Surety has caused this bond to be signed by its duly authorized officers and its corporate seal to be hereunto affixed the day and year first above written.

Sean Sullivan

Hartford Fire Insurance Company  
Leah J. Petry, Attorney-in-Fact



# POWER OF ATTORNEY

Direct Inquiries/Claims to:

**THE HARTFORD**

BOND, T-11

One Hartford Plaza

Hartford, Connecticut 06155

[Bond.Claims@thehartford.com](mailto:Bond.Claims@thehartford.com)

call: 888-266-3488 or fax: 860-757-5835

KNOW ALL PERSONS BY THESE PRESENTS THAT:

Agency Name: MARSH USA LLC

- Hartford Fire Insurance Company**, a corporation duly organized under the laws of the State of Connecticut
- Hartford Casualty Insurance Company**, a corporation duly organized under the laws of the State of Indiana
- Hartford Accident and Indemnity Company**, a corporation duly organized under the laws of the State of Connecticut
- Hartford Underwriters Insurance Company**, a corporation duly organized under the laws of the State of Connecticut
- Twin City Fire Insurance Company**, a corporation duly organized under the laws of the State of Indiana
- Hartford Insurance Company of Illinois**, a corporation duly organized under the laws of the State of Illinois
- Hartford Insurance Company of the Midwest**, a corporation duly organized under the laws of the State of Indiana
- Hartford Insurance Company of the Southeast**, a corporation duly organized under the laws of the State of Florida

having their home office in Hartford, Connecticut, (hereinafter collectively referred to as the "Companies") do hereby make, constitute and appoint, **up to the amount of Unlimited** :

Leah J. Petry  
of  
St. Louis, MO

their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign its name as surety(ies) only as delineated above by , and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

**In Witness Whereof**, and as authorized by a Resolution of the Board of Directors of the Companies on May 23, 2016 the Companies have caused these presents to be signed by its Assistant Vice President and its corporate seals to be hereto affixed, duly attested by its Assistant Secretary. Further, pursuant to Resolution of the Board of Directors of the Companies, the Companies hereby unambiguously affirm that they are and will be bound by any mechanically applied signatures applied to this Power of Attorney.



*Shelby Wiggins*

Shelby Wiggins, Assistant Secretary

*Joelle L. LaPierre*

Joelle L. LaPierre, Assistant Vice President

STATE OF FLORIDA

COUNTY OF SEMINOLE

ss. Lake Mary

On this 20th day of May, 2021, before me personally came Joelle LaPierre, to me known, who being by me duly sworn, did depose and say: that (s)he resides in Seminole County, State of Florida; that (s)he is the Assistant Vice President of the Companies, the corporations described in and which executed the above instrument; that (s)he knows the seals of the said corporations; that the seals affixed to the said instrument are such corporate seals; that they were so affixed by authority of the Boards of Directors of said corporations and that (s)he signed his/her name thereto by like authority.



*Jessica Ciccone*

Jessica Ciccone  
My Commission HH 122280  
Expires June 20, 2025

I, the undersigned, Assistant Vice President of the Companies, DO HEREBY CERTIFY that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which is still in full force effective as of May 22, 2024.

Signed and sealed in Lake Mary, Florida.



*Keith D. Dozois*

Keith D. Dozois, Assistant Vice President



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

Meeting of June 18, 2024

ACTION EXHIBIT NO. 17058

**SUBJECT: CANON SOLUTIONS AMERICA, INC (CSA) EQUIPMENT PURCHASE  
AND MAINTENANCE AGREEMENT**

**RECOMMENDATION:** That the Board of the Trustees authorize the Vice President of Business Services to enter into an Agreement with Canon Solutions America, Inc. (CSA) to (1) purchase copier equipment, software, and accessories from CSA for \$380,918.44, as well as authorize up to \$25,000 in additional equipment purchases each contract year; and (2) enter into an Agreement with CSA for Maintenance of purchased machines. The initial terms of the Maintenance Agreement with CSA will be for 60 months from July 1, 2024 - June 30, 2029, the estimated total cost of the Maintenance Agreement for 5 years based on a projected annual volume of 1,775,000 imprints is \$65,025. This is an annual cost of \$13,005, and trade in and removal of the current campus copiers.

**RATIONALE:** This Agreement will provide the College with new Canon copier equipment and enhanced software. The College shall continue utilize a part-time employee to help departments with simple service issues and who will be the point of contact for all service calls. The Service Agreement has a 30-day cancellation clause and renews on an annual basis through June 30, 2029.

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*Sean Sullivan*

**Submitted to Board by:** \_\_\_\_\_  
Sean O'Brien Sullivan, Vice President of Business Services

---

**Board Officers' Signatures Required:**

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**Mark R. Stephens**  
Chairman

---

**Tracy Jennings**  
Secretary

---

**Date**

Related forms requiring Board signature: Yes  No



CANON SOLUTIONS AMERICA

Canon Solutions America, Inc. ("CSA")  
One Canon Park, Melville, NY 11747  
(800) 613-2228

# PURCHASE & MAINTENANCE AGREEMENT ADDENDUM

Customer: <b>Triton College</b>		Related to Purchase & Maintenance Agreement #: <b>TBD</b>	
Street Address: <b>2000 5TH AVE</b>	City: <b>River Grove</b>	State: <b>IL</b>	Zip: <b>60171</b>
Equipment Description: <b>(53) imageRUNNERS, (3) Production units and uniFLOW</b>		Term: <b>PURCHASE</b>	

WHEREAS Canon Solutions America, Inc. ("CSA"), and the above-described Customer ("You") have determined that it is in their mutual benefit to enter into this Purchase & Maintenance Agreement Addendum ("Addendum") to the above-described Purchase & Maintenance Agreement ("Agreement"). All capitalized terms used below that are not defined in this Addendum shall have the meanings set forth in the Agreement.

NOW, THEREFORE, for good and valuable consideration, intending to be legally bound, the parties hereby agree as follows:

1. Anything in the Agreement to the contrary notwithstanding, and subject to all of the terms and conditions set forth in this Addendum, the terms and conditions of the Agreement shall be modified as follows:

- a. **FACE PAGE: Customer Satisfaction Policy shall be removed in its entirety and replaced with the following:**  
"If you are not satisfied with the performance of your Canon or Océ brand product, upon your written request, CSA in its sole reasonable discretion will repair or replace the product with a like unit with equivalent capabilities. Prior to replacement, CSA shall have had the reasonable opportunity to return the product to good working order in accordance with the terms of this agreement. This policy shall apply for 3 years from the date of installation or for the initial term of any CFS Lease, if longer, provided you are not in default of this Agreement and such maintenance services have not been canceled or terminated. "Reasonable opportunity" shall be defined as more than 5 service calls (other than standard usage maintenance) for the same problem within a 30 day period."
- b. **ADDITIONAL TERMS AND CONDITIONS The contents of the entire page shall be removed in their entirety and replaced with the following:**

### ADDITIONAL TERMS AND CONDITIONS

These are the additional terms and conditions referred to on the face page to which they are attached (such face page, the RFP and the response to the RFP, schedules and any addendum(s) hereto, collectively with these terms and conditions, the "Agreement"). In the event of any conflict between the Agreement, the Addendum, any schedules and the RFP/Response to RFP, the RFP/Response to RFP shall prevail.

#### 1. PURCHASE OF EQUIPMENT AND MAINTENANCE

**1.1 Listed Items and Maintenance.** You agree to purchase the units of equipment and supplies (the "Equipment") and licenses of application software with third party support contracts, if applicable (the "Listed Software" and, together with the Equipment, the "Listed Items"), as indicated on Schedule A and in any addendum(s) thereto (collectively, the "Schedule"). If you have selected maintenance on the face page, you also agree to purchase the maintenance services for the Listed Items described in Section 2 below ("Maintenance").

(a) The total purchase price specified on the face page is due and payable in accordance with the payment terms herein. Payments are due forty-five (45) days from date of invoice. If payments are more than forty-five (45) days late, (i) you shall pay the actual and reasonable costs and expenses of collection incurred by CSA, including the maximum attorney's fees permitted by law and (ii) CSA may charge you and you agree to pay, a monthly late charge equal to the higher of five percent (5%) of the amount due or \$10 as reasonable collection fees, not to exceed the maximum amount permitted by applicable law. Notwithstanding anything in the Agreement to the contrary, CSA recognizes that You are currently tax exempt as evidenced by the Tax exempt certificate attached hereto as Exhibit 1. Should that status change, you shall be responsible for payment of sales or use taxes, if applicable, even if not specified in this Agreement.

(b) In addition to the amounts shown in this Agreement, you shall pay CSA's rates if any special rigging is necessary for delivery and installation and such additional rates are disclosed and specifically agreed upon prior to delivery and installation.

(c) CSA reserves the right to revoke any credit extended to you because of your failure to pay any amounts when due or for any other reason affecting your creditworthiness. If, at any time prior to shipment, CSA discovers any mistake in pricing or Equipment configuration with respect to any Listed Item(s), CSA reserves the right to notify you of the mistake in writing and the Parties agree to renegotiate the terms of the Agreement and memorialize such change in writing or, at the option of either Party, terminate this Agreement without penalty.

**1.2 Maintenance Term.** Maintenance under this Agreement, if selected by you on the face page, shall start on the date (the "Start Date") of installation for newly installed Equipment covered under toner inclusive maintenance. For all other newly installed Equipment, the Start Date shall be at the end of the relevant Equipment warranty or 90 days from installation, whichever comes first. The initial Maintenance term specified on the face page shall renew for successive 12 month renewal terms unless either party gives written notice of non-renewal at least 30 days prior to the expiration of the then-current term (except that in the case of image dependent service, the renewal terms shall be of the same duration as the initial term). The renewal charges shall be reflected on the invoice for the first billing cycle of the renewal period. You shall have the right to terminate this Agreement during any renewal term on 30 days written notice to CSA without penalty or cost.

**1.3 Maintenance Charges.** Base charges shall be billed in advance and per image charges, shall be billed in arrears. Invoices shall be due and payable within 45 days of the invoice date unless otherwise stated on the invoice. CSA recognizes that You are currently tax exempt as evidenced by the Tax exempt certificate attached hereto as Exhibit 1. Should that status change, applicable taxes shall be added to the charges. (a) Consumables Inclusive Maintenance includes replenishment of consumables specified on the face page for exclusive use with the Equipment. CSA may terminate the Maintenance under this Agreement if you use the consumables in a different manner. In the event your toner usage exceeds by more than 20% the published manufacturer specifications for conventional office image coverage, as reasonably determined by CSA, CSA may invoice you for such excess usage provided, that CSA shall not invoice you for excess toner usage as aforesaid unless and until CSA has first notified you of the excess toner usage, and until you and CSA have consulted in good faith in an attempt to identify the reason(s) for the excess toner usage and you have had a reasonable opportunity, if practicable, to rectify the excess toner usage. You may purchase additional toner from CSA if required during the term. You shall bear all risk of loss, theft or damage to unused consumables which shall remain CSA's property and shall be returned promptly upon termination of this Agreement. b) If you have selected the Fleet or Aggregate Coverage plan, the Base Charge and the Covered Images shall apply to all of the Equipment on the Schedule unless otherwise indicated. If specified on the face page that the Listed Items are being added to an existing Fleet Coverage Plan under a previous agreement between you and CSA, (i) the fleet shall include the listed items under the previous agreement, and all other agreements for which the add to existing fleet option was selected, and (ii) the maintenance term for all Listed Items under this Agreement shall be the same as the maintenance term for all listed items under all such previous agreements. (c) If specified on the face page that the Listed Items are being added to an existing Aggregate Coverage Plan under a previous agreement between you and CSA, the Covered Images shall apply to all of the Equipment on the schedule, unless otherwise indicated, plus the listed items under the previous agreement(s), and all other agreements for which the add to existing Aggregate Coverage Plan was selected, on an aggregated basis, for so long as the maintenance term for all such listed items continues. (d) Unless otherwise indicated, you authorize CSA to use networked features of the Equipment including imageWARE to receive software updates, activate features/new licenses and transmit use and service data accumulated by the Equipment over your network by means of an HTTPS protocol and to store, analyze and use such data for purposes related to servicing the Equipment, providing reports, and product improvement. (e) You agree to provide meter readings to CSA, if applicable, in accordance with the meter read option selected and CSA's normal procedures. If you selected the myCSA website, you shall complete CSA's registration process governing access to and use of such website. CSA may change your meter read options from time to time upon 60 days written notice. If CSA does not receive timely meter readings from you, you agree to pay invoices that reflect CSA's estimates of meter readings, which shall be based upon the average of the previous three (3) months of readings. CSA reserves the right to verify the accuracy of any meter readings from time to time, and to invoice you for any shortfall in the invoice for the next periodic billing cycle or credit you for any overage resulting from estimated payments.

**2. Maintenance.** YOU SHALL RECEIVE THE MAINTENANCE DESCRIBED IN THIS SECTION 2 ONLY IF YOU HAVE SELECTED THE SAME ON THE FACE PAGE. CSA shall provide all routine preventive maintenance and emergency service necessary to keep the Equipment in good working order in accordance with this Agreement, the RFP/Response to RFP, CSA's normal practice, and the Service Level Commitments in Exhibit 2, attached hereto. Such service shall be performed during CSA's local regular business hours (8:30 A.M. to 5:00 P.M. Monday through Friday, except holidays). (a) You shall give CSA reasonable access to the Equipment to perform on-site service. CSA may terminate maintenance for any Equipment you relocate to a site outside CSA's service territory. If, in CSA's opinion, any Equipment cannot be maintained in good working order through CSA's routine maintenance services, CSA may, at its option, (i) substitute comparable Equipment or (ii) cancel any balance of the term of this Agreement as to such Equipment and refund the unearned portion of any prepaid charges hereunder. Parts or Equipment replaced or removed by CSA in connection with maintenance services will become the property of CSA and you disclaim any interest therein. (b) Installation of Listed Software may be conditioned on a separate statement of work covering the scope and schedule of installation, configuration options, responsibilities of each party, and other matters, which shall solely govern as to the matters covered therein. Additional charges may apply for work beyond the initial scope described in such statement of work upon the written agreement of the Parties. CSA shall make available to you from time to time, or as soon as is commercially reasonable for proper use, upgrades and bug fixes for the software licensed as part of the Equipment, but: (i) only if such upgrades and bug fixes are provided to CSA by suppliers of such software, (ii) availability of upgrades and bug fixes may be at additional charge unless covered by separate support contract purchased by you, and (iii) installation of such upgrades and bug fixes by CSA if requested by you shall be at additional charge agreed upon by the Parties in writing. You are not required to use CSA for installation of either Listed Software or for any upgrades and bug fixes, but if installation is done by anyone other than CSA, CSA shall have no responsibility for any performance or other issues that may result from such installation. (c) CSA shall also use reasonable efforts to provide Level 1 support for the Listed Software (except that for certain Listed Software, purchased by you with separate support is required for Level 1 support). Level 1 support consists of providing help-line telephone assistance in operating the Listed Software and identifying service problems, facilitating contact between you and the supplier of the Listed Software to rectify such problems and maintaining a log of such problems to assist in tracking the same. (d) You acknowledge that CSA is not the developer of any of the Listed Software or other software and other than the foregoing, support for software

is not provided under this Agreement. (e) Listed Software shall be provided in accordance with Exhibit 3, attached hereto. (f) Listed Software installation shall also include Subscription Support Services ("Subscription Support Services") subject to Exhibit 4, attached hereto.

**3. Non-Covered Service.** The following services, and any other work beyond the scope of this Agreement are not included within Maintenance and shall be invoiced in accordance with CSA's then current labor, parts and supply charges: (a) replacement of any consumable supply item, including, without limitation, paper, toner, ink, waste containers, fuser oil or staples (except for toner inclusive service to the extent provided in Section 1.3(a) above), other media, print heads and puncher dies; (b) repairs necessitated by factors other than normal use including, without limitation, any willful act, negligence, abuse or misuse of the Equipment; the use of parts, supplies or software which are not supplied by CSA and which cause abnormally frequent service calls or service problems; service performed by personnel other than CSA personnel, CSA agents, or third parties hired by CSA; accident; use of the Listed Items with non-compatible hardware or software components not installed by CSA, CSA agents, or third parties hired by CSA; electrical power malfunction or heating, cooling or humidity ambient conditions outside the scope of expected conditions; (c) de-installation, re-installation or relocation of Equipment; (d) repairs to or realignment of Equipment, and related training, necessitated by changes you made to your system configuration or network environment; (e) work which you request to be performed outside of CSA's regular business hours; or (f) repair of network/system connection device, except when listed on face page. If you have NOT selected Maintenance on the face page, any of the maintenance services described in Section 2 above shall be available only upon your request, and shall be invoiced in accordance with CSA's then current labor, parts and supply charges.

**4. DATA:** You acknowledge that the hard drive(s) on the Equipment, including attached devices, may retain images, content or other data that you may store for purposes of normal operation of the Equipment ("Data"). You acknowledge that CSA is not storing Data on behalf of you and that exposure or access to the Data by CSA, if any, is purely incidental to the services performed by CSA. Neither CSA nor any of its affiliates has an obligation to erase or overwrite Data upon your return of the Equipment to CSA or any leasing company. However, subject to the terms of the Agreement, CSA shall not intentionally misuse or disclosure Your Data accessible to CSA in providing Maintenance while the Equipment is installed at your premises. You are solely responsible for: (i) your compliance with applicable law and legal requirements pertaining to data privacy, storage, security, retention and protection; and (ii) all decisions related to erasing or overwriting Data. Without limiting the foregoing, you should, (a) enable the Hard Disk Drive (HDD) data erase functionality that is a standard feature on certain Equipment and/or (b) prior to return or other disposition of the Equipment, utilize the HDD (or comparable) formatting function (which may be referred to as "Initialized All Data/Settings" function) if found on the Equipment to perform a one pass overwrite of Data or, if you have higher security requirements, you may purchase from CSA at current rates an appropriate option for the Equipment, which may include (x) an HDD Data Encryption Kit option which disguises information before it is written to the hard drive using encryption algorithms, (y) an HDD Data Erase Kit that can perform up to a 3-pass overwrite of Data (for Equipment not containing data erase functionality as a standard feature), or (z) a replacement hard drive (in which case you should properly destroy the replaced hard drive). The terms of this Section 4 shall solely govern as to Data, notwithstanding that any provisions of this Agreement or any separate confidentiality or data security or other agreement now or hereafter entered into between you and CSA could be construed to apply to Data.

**5. Limited Warranty.** For 90 days after the date of the original delivery of Canon brand Equipment, CSA warrants that under normal use and maintenance conditions all such Equipment will be free from defects in material and workmanship. Warranty claims must be made in writing by you to CSA no later than five (5) business days after the expiration of the warranty period. CSA's obligations under this warranty are limited solely to repair or replacement (at CSA's sole reasonable option) of such parts as are proven to be defective upon CSA's inspection. This warranty does not extend to, and you shall pay, CSA's labor, parts and supply charges for any of the non-covered service described in Section 3 above.

YOU EXPRESSLY ACKNOWLEDGE THAT NEITHER THIS LIMITED EQUIPMENT WARRANTY NOR THE FURNISHING OF MAINTENANCE UNDER THIS AGREEMENT ASSURES UNINTERRUPTED OPERATION AND USE OF THE LISTED ITEMS. CSA SHALL, UPON REQUEST, FURNISH TO YOU WITHOUT RECOURSE ANY END USER WARRANTIES MADE BY THE MANUFACTURER OF THE LISTED SOFTWARE OR ANY NON-CANON BRAND EQUIPMENT. CSA MAKES NO WARRANTY, EXPRESS OR IMPLIED, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, WITH RESPECT TO LISTED SOFTWARE OR WITH RESPECT TO NON-CANON BRAND EQUIPMENT.

**6. EXCLUSION OF WARRANTIES AND LIMITATION OF LIABILITY.** CSA SHALL NOT BE LIABLE FOR PERSONAL INJURY OR PROPERTY DAMAGE EXCEPT TO THE EXTENT CAUSED BY CSA'S NEGLIGENCE OR MISCONDUCT. CSA SHALL NOT BE LIABLE FOR EXPENDITURES FOR SUBSTITUTE EQUIPMENT OR SERVICES, LOSS OF REVENUE OR PROFIT, LOSS OR CORRUPTION OF DATA, FAILURE TO REALIZE SAVINGS OR OTHER BENEFITS, STORAGE CHARGES OR OTHER INCIDENTAL, SPECIAL, PUNITIVE OR CONSEQUENTIAL DAMAGES ARISING OUT OF THE USE OF OR INABILITY TO USE THE LISTED ITEMS OR METER COLLECTION METHODS OR CSA'S PERFORMANCE OR NONPERFORMANCE OF MAINTENANCE OR OTHER SERVICES HEREUNDER, REGARDLESS OF THE LEGAL THEORY ON WHICH THE CLAIM IS BASED AND EVEN IF CSA HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. Other than the limited warranty for the Canon-brand Equipment in Section 5 above, CSA EXPRESSLY DISCLAIMS ALL WARRANTIES EXPRESS OR IMPLIED INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE RELATING TO THE USE OR PERFORMANCE OF THE LISTED ITEMS OR ANY METER READ COLLECTION METHOD PROVIDED BY CSA OR THE MAINTENANCE OR ANY OTHER SERVICES HEREUNDER.

**7. DEFAULT.** You shall be in default of this Agreement if you fail to perform any of your obligations under this Agreement, including making payments when due. CSA may withhold service under this Agreement in whole or in part until any delinquent payment is received by CSA. CSA may terminate Maintenance in whole or in part upon your nonpayment or other default with forty-five (45) days notice to you, unless such default is cured by you within the forty-five (45) day period. If an overdue payment

is disputed in good faith, you shall nonetheless pay all undisputed amounts when due and promptly make a good faith effort to resolve such dispute with CSA within no later than forty-five (45) days after the due date of the disputed charges. In the event of an uncured default, CSA may, without limiting its other rights and remedies available under applicable law and this Agreement, require you to pay all charges then due but unpaid, including any applicable late charges, plus any excess toner charges per Section 1.3(b). You agree that such charges are reasonable liquidated damages for loss of bargain and not a penalty.

**8. SECURITY.** As security for the payment of all amounts due to CSA, you hereby grant to CSA a security interest in the Listed Items. To the extent permitted by applicable law, you hereby authorize CSA to file with the appropriate governmental authorities any and all financing statements necessary to evidence or perfect CSA's security interest in the Listed Items. Upon payment of all amounts due CSA under this Agreement, CSA agrees that the security interest granted hereunder will terminate and it will file terminations of any financing statement then of record covering the affected Listed Items.

**9. CHOICE OF LAW AND FORUM.** THIS AGREEMENT SHALL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF ILLINOIS. YOU CONSENT TO THE EXCLUSIVE JURISDICTION AND VENUE OF THE CIRCUIT COURT OF COOK COUNTY UPON SERVICE OF PROCESS MADE IN ACCORDANCE WITH THE APPLICABLE STATUTES AND RULES OF THE STATE OF ILLINOIS. ANY AND ALL SUITS COMMENCED BY YOU AGAINST CSA, WHETHER OR NOT ARISING UNDER THIS AGREEMENT AND REGARDLESS OF THE LEGAL THEORY UPON WHICH SUCH SUITS ARE BASED, SHALL BE BROUGHT ONLY IN THE CIRCUIT COURT OF COOK COUNTY. YOU HEREBY WAIVE OBJECTIONS AS TO VENUE AND CONVENIENCE OF FORUM. ANY SUIT BETWEEN THE PARTIES HERETO, OTHER THAN ONE SEEKING PAYMENT OF AMOUNTS DUE HEREUNDER, SHALL BE COMMENCED, IF AT ALL, WITHIN TWO (2) YEARS OF THE DATE THAT THE CLAIM ACCRUES. THE PARTIES IRREVOCABLY WAIVE ANY RIGHT TO A JURY TRIAL IN ANY SUIT BETWEEN THEM.

**10. GENERAL.** This Agreement shall be binding on you upon your signature and on CSA upon the delivery of any of the Equipment by CSA. This Agreement and the RFP/Response to the RFP constitute the entire agreement between the parties with respect to the purchase of the Listed Items and Maintenance, superseding all previous proposals and agreements, oral or written. All provisions of this Agreement including Section 4, which by their nature can be construed to survive the expiration or termination of this Agreement shall so survive. If so indicated on a Schedule, you (or your leasing company) may submit a purchase order for procurement of Listed Items, and you may submit a purchase order for procurement of Maintenance hereunder, but any terms and conditions set forth in any purchase order (including a leasing company purchase order) which conflict with, vary from, modify or supplement the provisions of this Agreement shall be deemed null and void and of no force or effect, notwithstanding any statement to the contrary contained in any such purchase order. No representation or statement not contained on the original of this Agreement or the RFP/Response to the RFP shall be binding upon You or CSA as a warranty or otherwise, nor shall this Agreement be modified or amended except by a writing signed by your authorized agent and a designated representative of CSA. If a court finds any provision of this Agreement (or part thereof) to be unenforceable, the remaining provisions of this Agreement shall remain in full force and effect. This Agreement shall not be assignable by you without CSA's prior written consent, and any attempted assignment without such consent, which shall not be unreasonably withheld, shall be void. You expressly disclaim having relied upon any representation or statement concerning the capability, condition, operation, performance or specifications of the Listed Items, except to the extent set forth on the original of this Agreement. You agree that CSA may accept an electronic image of this Agreement as an original, and that electronic copies of your signature will be treated as an original for all purposes.

CSA shall indemnify, defend and hold You ("Customer") harmless for any loss, expense and liability incurred by Customer from third party claims, for bodily injury (including death) or tangible property damage (collectively, "Claims"), to the extent resulting from CSA's misconduct or negligent performance of services pursuant to this Agreement; provided Customer shall give CSA prompt written notice of the Claim, allow CSA sole control over the defense and settlement thereof and provide CSA with such assistance, including attorney's fees and costs, at CSA's expense, as CSA shall reasonably request.

**INSURANCE.** CSA shall provide a Sample Certificate of Insurance and within 10 days of award, provide a Certificate of Insurance Triton College, District No. 504, its affiliates, officers, directors, trustees, volunteers, employees, and students as additional insured (such requirement may be met with production of a blanket endorsement) with minimum limit of \$2,000,000 per occurrence for bodily injury and property damage, and \$5,000,000 in the aggregate. The limits may be satisfied through a combination of primary and Umbrella/Excess. The insurance coverage must show additional insured status to Triton College on a primary and non-contributory basis.

CSA assumes full responsibility for the payment of all federal, state and local taxes incurred by CSA as a result of this Agreement.

This Agreement is executed by an authorized representative of Triton College in the representative's official capacity only and the representative shall have no personal liability under this Agreement.

CSA represents that it possesses all professional or business licenses required by law, if any, and all qualifications necessary to fully perform its obligations.

In no event shall either party be liable for any incidental, indirect, special or consequential damages, including, but not limited to, loss of use, revenue, profit or savings.

CSA shall not discriminate on the basis of race, color, religion, sex, national origin, ancestry, age, marital status, physical or mental handicap, an unfavorable discharge from military service, or any other factor as prohibited by law. CSA certifies that it is an equal opportunity employer.

CSA shall use commercially reasonable efforts in providing services under this Agreement.

Triton College, as an entity and on behalf of its employees, agents, and students, claims any and all governmental immunity as may be established by or set forth under Federal or Illinois law, rule or regulation

CSA certifies that it maintains a written sexual harassment policy and provides a Drug Free Workplace in compliance with applicable law.

Attached hereto as Exhibit 5 is the Statement of Work for the Uniflow software being provided hereunder (the "SOW").

Exhibits:

- Exhibit 1 – Tax Exemption Certificate
- Exhibit 2 – Service Level Commitments ("SLAs")
- Exhibit 3 – Software Terms and Conditions
- Exhibit 4 – Subscription Support Services Terms and Conditions
- Exhibit 5 – Statement of Work (Uniflow)
- Exhibit 6 – Trade—in Return Addendum
- Exhibit 7 – Relocation Agreement

2. In the event of any conflict or inconsistency between the provisions of this Addendum and any provisions of the Agreement, or any other documents governing the relationship between the parties, the provisions of this Addendum shall in all respects govern and control.
3. It is expressly agreed by the parties that this Addendum is supplemental to the Agreement, and that the provisions thereof, unless specifically modified herein, shall remain in full force and effect and shall apply to this Addendum as though they were expressly set forth herein.
4. In the event of any conflict or inconsistency between the provisions of this Addendum and any provisions of the Agreement, the provisions of this Addendum shall in all respect govern and control.

IN WITNESS WHEREOF, the parties have caused this Addendum to be executed on the date set forth below.

**Canon Solutions America, Inc.**

**Triton College**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Exhibit 1 – Tax Exemption Certificate**

**Exhibit 2 Service Level Commitments (“SLAs”)**

**Service Level Agreement Provisions within CSA's Service Territory for the Continental United States**

	<b>Response time (Problem Resolution) -- ALL Models</b>	<b>Uptime (Device Availability) -- Production ONLY</b>	<b>Uptime (Device Availability) -- Fleet ONLY</b>	<b>Loaner Equipment -- Fleet ONLY</b>
<b>Description</b>	CSA will commit to a fleet average response of 4 hours, over 4 fixed quarterly intervals per year, for devices within CSA's Servicing Territory.	CSA will commit to a fleet average uptime of 80% on all production equipment over the 4 fixed quarterly intervals per year on production level equipment within CSA's Servicing Territory.	CSA will commit to a fleet average uptime of 98% over the 4 fixed quarterly intervals per year, for devices within CSA's Servicing Territory. (Excludes devices with rated speeds of 105ppm or greater)	Loaner Equipment:
<b>Device Models this measurement applies to:</b>	All Canon brand Multi-Function devices - B/W & Color	Canon brand B/W units with rated speeds 105 pages per minute or faster and/or Graphic production color units (Excludes imageRUNNER color units)	Canon brand B/W units with rated speeds below 105 pages per minute and business color units (imageRUNNER Color units are included in this classification).	B/W units with rated speeds below 105 pages per minute and business color units (imageRUNNER Color units are included in this classification).
<b>Measurement</b>	Response time, as noted above, shall be calculated from the time the customer call is placed with our Dispatch department, until the time the Technician arrives at the individual location. Response times are calculated between 8:30am and 5:00pm, Monday through Friday, excluding CSA holidays. For the individual location which has multiple machines and active service calls, the Technician's arrival shall stop the response time calculation for all open service calls at that location.	Downtime is calculated from the time a service call is placed with our Dispatch department until the time the Technician completes the repair. Uptime criteria is calculated between 8:30am and 5:00pm, Monday through Friday, excluding CSA holidays, and exceptions outlined in the following sentence(s). Uptime requirements will not include preventative maintenance service calls, calls which could have been prevented by key operator functions outlined in unit's operation manual, calls created by user mishandling, units which are running outside the manufacturer's optimum performance volume, or units which need to be over-hauled as a result of reaching useful life, in the opinion of our Service department.	Downtime is calculated from the time a service call is placed with our Dispatch department until the time the Technician completes the repair. Uptime criteria is calculated between 8:30am and 5:00pm, Monday through Friday, excluding CSA holidays, and exceptions outlined below. Uptime requirements will not include preventative maintenance service calls, calls which could have been prevented by key operator functions outlined in unit's operation manual, calls created by user mishandling, units which are running outside the manufacturer's optimum performance volume, or units which need to be over-hauled as a result of reaching useful life, in the opinion of our Service department.	CSA will remedy any defect in equipment within 16 consecutive business hours of the initial service request by Customer. If unresolved, upon written request, a comparable loaner copier will be provided at no charge.
<b>Frequency</b>	Quarterly	Quarterly	Quarterly	As needed
<b>Service Level Measurement</b>	Average of <b>4 hour</b> response	<b>80% uptime</b> over 4 fixed quarterly intervals	<b>98% uptime</b> over 4 fixed quarterly intervals	Not applicable
<b>Liquidated Damages for non-compliance</b>	Failure to meet the above commitment will result in the following reduction in charges, i. If CSA does not meet a four (4) hour average response time and/or maintain its uptime commitment(s) for the quarterly period for the total aggregate machine population, a 5% reduction for all excess per image charges on the effected device(s) for the quarter will be credited to your account in the subsequent quarter. ii. All reductions in charges shall be requested by you in writing within 30 days after the quarter end and will be credited to your account in the subsequent quarter, provided that you are in compliance with the terms and conditions of this Agreement, including but not limited to your payment obligations to CSA pursuant to this Agreement. iii. Such credits, which shall be applied by CSA upon your written request, shall be your sole and exclusive remedy for any failure by CSA to obtain the above response or uptime commitments. The maximum credit with respect to any particular machine's fixed maintenance and click charges in any quarter shall be 5%, even if both uptime and response time maximums were exceeded for such machine during the same interval.			Not applicable



## Exhibit 3 – SOFTWARE AND SOFTWARE SUBSCRIPTION LICENSING AND SUPPORT

### 1. DEFINITIONS AND INCORPORATED DOCUMENTS.

(a) “Software” for purposes of this Exhibit 3 shall mean application software licensed to you and any revisions for updates related thereto, and shall exclude Firmware which is subject to CSA’s Additional Terms and Conditions, and software provided with Large Format equipment which is subject to separate agreement.

(b) “Software Subscription” shall mean Software which is licensed to you on a subscription basis for a term and may include provision of basic support and updated versions, as set forth in the TOS, EULA or SMA.

(c) “EULA” shall mean an end user license agreement, “TOS” shall mean the terms of service, and “SMA” shall mean a software maintenance or support agreement, each as applicable to the Software or Software Subscription.

(d) The terms of the EULA, TOS and SMA can be found at <http://ess.csa.canon.com/SMA-EULA.html>, and any such terms shall solely govern as to matters contained therein except as otherwise specifically set forth in this Exhibit 3, and you agree to comply with such terms. The period of time such EULA, SMA or TOS shall apply (“Term”) is set forth in the applicable Order Schedule.

**2. LICENSING.** (a) Unless previously acquired under separate agreement, title to the Software and Software Subscription shall remain with the licensor or developer; and (b) Software shall be licensed to you subject to its EULA, and a Software Subscription shall be licensed to you subject to its EULA or TOS. With regard to any “shrink-wrap” or “click-wrap” or “click through” acceptance required for Software or a Software Subscription, you hereby authorize CSA to accept same on your behalf (e.g., by opening the package or clicking the “I ACCEPT” button), and you agree to comply with the terms of same.

**3. SOFTWARE AND SOFTWARE SUBSCRIPTION INSTALLATION AND CONFIGURATION SERVICES.** Installation and configuration services for Software and Software Subscriptions shall be provided pursuant to a statement of work or project work order between you and CSA or you and the Software developer or licensor. No additional costs or fees shall be charged beyond that which have been previously agreed to between the Parties through the RFP and negotiation process memorialized herein.

**4. SOFTWARE SUBSCRIPTION.** You agree to accept and pay either the purchase price or the number of periodic payments for the Software Subscription indicated on the Order Schedule or in any addendum(s) hereto for the corresponding term which has been agreed upon in writing prior to acceptance of the EULA.. The purchase price for the Software Subscription may be incorporated into your purchase price or Lease payment.

**5. SOFTWARE SUPPORT AND SOFTWARE SUBSCRIPTION / BUG FIXES / UPDATES.** When indicated on an Order Schedule, support for Software and Software Subscriptions is provided directly by the respective developers or licensors thereof and is as set forth in each developer’s or licensor’s applicable SMA or TOS for the term set forth in the Order Schedule.

**6. RENEWAL OF SMAS AND SOFTWARE SUBSCRIPTIONS.** SMAs and Software Subscriptions shall automatically renew for additional one (1) year terms (each a “Renewal Term”) unless you provide written notice to CSA cancelling the Software Support Contract or SMA within 45 days but no less than 30 days of the end of the Term or the Renewal Term. SUCH WRITTEN NOTICE MUST BE SENT TO CSA VIA COURIER OR CERTIFIED MAIL, TO: ONE CANON PARK, MELVILLE, NY 11747 ATTN: MARKETING OPERATIONS, SOFTWARE LICENSE DESK, OR SENT BY EMAIL TO [SOFTWARE\\_LICENSE\\_DESK@CSA.CANON.COM](mailto:SOFTWARE_LICENSE_DESK@CSA.CANON.COM). **ALL NOTICES ARE EFFECTIVE UPON MAILING, EITHER VIA COURIER OR EMAIL.** CSA may increase pricing during each Renewal Term with 60 days advance written notice and may cancel Software Subscriptions and SMAs during any Renewal Term upon 60 days advance written notice to you, in which case you will be refunded any unearned charges for the balance of the Renewal Term. Otherwise, CSA does not provide refunds or credits for any partial terms, except as expressly stated on the applicable Order Schedule.

**6. DEFAULT.** In the event of your default under this Exhibit 3 or if you cancel a Software Subscription(s) or SMA(s) prior to the end of their respective Term or Renewal Term, CSA may, without limiting its other rights and remedies available under applicable law, require you to pay all amounts then due but unpaid,. The purchase price for the Software or Software Subscription may be incorporated into your purchase payment or Lease payment.

**ADDITIONAL LIMITATION OF WARRANTY FOR SOFTWARE AND SOFTWARE SUBSCRIPTION.** CSA MAKES NO WARRANTIES OF DATA ACCURACY, SYSTEM INTEGRATION OR FITNESS FOR USE AND TAKES ABSOLUTELY NO RESPONSIBILITY FOR THE FUNCTION OR DEFECTIVE NATURE OF SOFTWARE OR SOFTWARE SUBSCRIPTION. YOU ACKNOWLEDGE AND AGREE THAT YOU SHALL LOOK SOLELY TO THE ENTITY LICENSING OR SUPPORTING THE SOFTWARE OR SOFTWARE SUBSCRIPTION AS TO ANY CLAIM OR CAUSE OF ACTION ARISING FROM THE SOFTWARE, SOFTWARE SUPPORT CONTRACT, OR THE SOFTWARE SUBSCRIPTION, AND THAT CSA, UNLESS IT IS SUCH ENTITY OR HAS REQUIRED THE USE OF SUCH SOFTWARE OR SOFTWARE SUBSCRIPTION, SHALL HAVE NO OBLIGATION OR LIABILITY THEREFORE, AND YOU WAIVE YOUR RIGHTS TO BRING ANY SUCH CLAIM OR CAUSE OF ACTION AGAINST CSA.

## Exhibit 4 – Subscription Support Services Terms and Conditions

**1. Services.** When indicated on an Order Schedule referencing this Exhibit 4, CSA will provide to you Subscription Support Services (“Subscription Support Services”) listed in Section 3 below consisting of a) remote support and b) on-site support for CANON and select third party software and hardware solutions. Subscription Support Services will be provided by CSA at the applicable Resource Level (as detailed in Section 3 below) based upon your resource selection or description of the scope of work to be performed. Subscription Support Services will be provided during CSA’s local regular business hours (8:30 A.M - 5:00 P.M. Monday through Friday, excluding CSA holidays). Any work requested by Customer and approved by CSA to be scheduled beyond these hours will be billed at a premium rate.

**2. Term.** The term of Subscription Support Services (the “Subscription Term”) shall continue until the earlier of (a) the units of Subscription Support Services specified on an Order Schedule (“Units”) are consumed or (b) for either the number of months indicated on an Order Schedule beginning on the Order Date, or the end of the term of the applicable CFS Lease.

**3. Effective Rates.** Subscription Support Service Units are available to you based upon the Resource Level utilized to perform the Subscription Support Services:

Resource Level	Units Per Hour	Min Hours per Engagement
National Consulting and Support (“NCS”) Engineers	5	10
Production Analyst	4	8
Project Management Specialist	4	4
Software Development Specialist	4	4
Local Systems Analyst	3	1
Local Systems Engineer	3	1
Solutions Support Center Agent	3	1
Product Trainer	2	1*

\* Subject to Course minimum requirements if applicable

**4. Utilization Procedure.** Subscription Support Services will be provided during the Subscription Term when requested by you through the CSA service dispatch center. CSA will determine the appropriate Resource Level(s) to be assigned based on your resource selection or description of the requested Subscription Support Services. CSA reserves the right to reject any request by you if CSA reasonably determines that such request is for work beyond the scope of the Subscription Support Services covered by this Agreement or the Resource Levels acquired and available from an Order Schedule. Units unused upon the expiration of the Subscription Term on an Order Schedule are non-refundable. If Subscription Support Service requested by you, or completion of ongoing Subscription Support Services, will require Units in excess of the unused quantity available from the applicable Order Schedule, CSA shall notify you in advance of completing the work and you shall instruct CSA to end work or you shall agree to pay for those additional Units at CSA’s then prevailing rates. Such agreement, and the cost thereof, shall be memorialized in writing and signed by the authorized agents of the Parties.

**5. Performance of Subscription Support Services.** Subscription Support Services may be performed by remote access, or by CSA, or its designee at your business locations if located within CSA’s servicing area. If by remote access, you grant CSA permission to access your systems as required to perform the Subscription Support Services. If on-site at your premises, (a) such personnel shall comply with your reasonable security and other such policies of which CSA has been informed by you in writing; and (b) you will provide such personnel with appropriate workspace at no charge for an agreed upon duration. In either event (a) you will provide assistance as may be reasonably required for the performance of the Subscription Support Services; and (b) you acknowledge that the performance by CSA of Subscription Support Services with respect to any non-CANON hardware or software may be dependent on assistance or cooperation from the third-party manufacturer or developer, including your requirement(s) to purchase any necessary software upgrades or licenses to operate the software.

**6. Payment.**

(a) Unless the “Bill with my Lease Payment” option is selected on the Subscription Support Services Order Schedule, the total purchase price specified on the Order Schedule is payable in full and in advance within no later than 45 days after the date of CSA’s invoice therefore, and CSA shall have no obligation to provide any Subscription Services until such payment has been made.

(b) If the “Finance through my Lease” option is selected on the Subscription Support Services Order Schedule, the total purchase price specified on the Subscription Support Services Order Schedule shall be financed by the Leasing Company through the applicable Lease, as provided herein, over the initial term of the applicable lease.

**7. INTENTIONALLY BLANK**

**8. ADDITIONAL LIMITATION OF WARRANTY AND LIMITATION OF LIABILITY.** CSA WARRANTS THAT IT WILL PERFORM SUBSCRIPTION SUPPORT SERVICES HEREUNDER IN A PROFESSIONAL AND COMPETENT MANNER CONSISTENT WITH

THE RESOURCE LEVEL UTILIZED. OTHERWISE, CSA MAKES NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, WITH RESPECT TO THE SUBSCRIPTION SUPPORT SERVICES.

**Exhibit 5 – Statement of Work (Uniflow)**



Canon Solutions America, Inc. ("CSA")  
 One Canon Park, Melville, NY 11747  
 (800) 613-2228

**Master Sales & Services Agreement  
 Customer Information Face Page**

# MA2576

Salesperson: Nancy Harrell Holstein Order Date: 6/18/2024

**Customer ("you"):**

Company: TRITON COLLEGE		
DBA:		
Address: 2000 5TH AVE MIS INSIDE PRINT A308 BLDG A		
City: RIVER GROVE		County: COOK
State: IL	Zip: 60171-1907	Phone #: 708-456-0300
Contact: Michael Garrity		
Email: michaelgarrity@triton.edu		

Applicable Terms and Conditions	Customer Organizational Information
<p><b>TERMS AND CONDITIONS ARE AVAILABLE AT:  <a href="http://ESS.CSA.CANON.COM/CUSTOMERDOCUMENTS">ESS.CSA.CANON.COM/CUSTOMERDOCUMENTS</a></b></p> <p>The CSA customer terms and conditions located at the above website ("Terms") form part of this Agreement. The Terms include general terms, and terms for product and service purchase, maintenance, support and leasing (pursuant to the terms of Rider G); managed print services; and quotes. The Terms applicable to each of your transactions will be referenced in the Order Schedule.</p> <p>By your initials herein and signature below, you understand and acknowledge such Terms and agree to comply with those applicable to each Order Schedule.</p> <p>_____</p> <p><b>Customer Initials</b></p>	<p><b>Federal Tax ID Number:</b> _____</p> <p><b>Organization type:</b></p> <p><b>Address for Notices:</b>          Attn: Michael Garrity          Address: 2000 5TH AVE MIS INSIDE PRINT A308 BLDG A          Address 2:          City: RIVER GROVE State: IL Zip: 60171-1907          Email: michaelgarrity@triton.edu</p>

**BY YOUR SIGNATURE BELOW, YOU AGREE TO LEASE, PURSUANT TO THE TERMS OF RIDER G, OR PURCHASE, AS SPECIFIED IN THIS AGREEMENT, THE ITEMS LISTED IN ANY SCHEDULE, RIDER OR ADDENDA (AS APPROVED BY CSA) TO THIS AGREEMENT. YOU ACKNOWLEDGE RECEIPT OF A COPY OF THIS AGREEMENT, AND AGREE TO ABIDE BY ALL OF THE TERMS AND CONDITIONS OF THIS FACE PAGE, APPLICABLE SCHEDULE(S), RIDER(S) AND SUCH ADDENDA, THE QUOTE, AND THE APPLICABLE TERMS AND CONDITIONS IDENTIFIED ABOVE, ALL OF WHICH IS INCORPORATED HEREIN AND MADE PART OF THIS AGREEMENT.**

Customer's Authorized Signature \_\_\_\_\_

Printed Name \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_



Canon Solutions America, Inc. ("CSA")  
 One Canon Park, Melville, NY 11747  
 (800)-613-2228

**Purchase and Maintenance Schedule (SER-500)  
 Order Schedule ("Schedule")**

**Customer:** TRITON COLLEGE

**Salesperson:** Nancy Harrell Holstein

**Agreement #:** MA2576

**Transaction #:** S21089128

**Order Date:** 05/17/24

Billing Information		Transaction Description		Equipment Maintenance Information																											
Customer Account: 1611793		Purchase (see information below)		Maintenance included, except as indicated excluded																											
<b>Company:</b> TRITON COLLEGE		<table border="1"> <thead> <tr> <th colspan="2">Amounts Due</th> <th colspan="2">Payment Terms</th> </tr> <tr> <td colspan="4">(*Plus Applicable Taxes)</td> </tr> </thead> <tbody> <tr> <td><b>Subtotal</b></td> <td>\$380,918.44</td> <td colspan="2" rowspan="2">Net 30</td> </tr> <tr> <td><b>Delivery/Install</b></td> <td></td> </tr> <tr> <td><b>Sales Tax</b></td> <td></td> <td colspan="2" rowspan="2"><b>Total Extended Maintenance Base Charge</b></td> </tr> <tr> <td><b>Total</b></td> <td>\$380,918.44</td> </tr> <tr> <td><b>Deposit</b></td> <td></td> <td colspan="2" rowspan="2">\$0.00</td> </tr> <tr> <td><b>Balance Due</b></td> <td></td> </tr> </tbody> </table>		Amounts Due		Payment Terms		(*Plus Applicable Taxes)				<b>Subtotal</b>	\$380,918.44	Net 30		<b>Delivery/Install</b>		<b>Sales Tax</b>		<b>Total Extended Maintenance Base Charge</b>		<b>Total</b>	\$380,918.44	<b>Deposit</b>		\$0.00		<b>Balance Due</b>		Maint Base charge invoiced Quarterly by CSA	
Amounts Due				Payment Terms																											
(*Plus Applicable Taxes)																															
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<b>Deposit</b>		\$0.00																													
<b>Balance Due</b>																															
<b>DBA:</b>				Excess Per Image Charge invoiced Quarterly by CSA																											
<b>Address:</b> 2000 5TH AVE MIS INSIDE PRINT A308 BLDG A				Per Unit Coverage Plan																											
<b>Address 2:</b>				Fixed Price Plan																											
<b>City:</b> RIVER GROVE				<b>Other Transaction Details</b>																											
<b>State:</b> IL <b>Zip:</b> 60171-1907 <b>County:</b> COOK																															
<b>Contact:</b> Michael Garrity																															
<b>Phone #:</b> 708-456-0300																															
<b>Email:</b> michaelgarrity@triton.edu																															

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section A	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00 Color: 00	B&W: \$0.00350 Color: \$0.03330

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5765C009	IMAGEPRESS V700	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE STAFF SERVICES/MARKETING <b>Delivery Date:</b> <b>Address 2:</b> P106 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Primary Customer Contact:</b> Michael Garrity <b>Phone #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Meter Contact:</b> <b>Phone #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Phone #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Billing Contact:</b> <b>Phone #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4
5787C003	IPR SERVER N500 SET	1	Included	Included	
6596A048	FIERY IMPOSE AND COMPOSE (WITHOUT ADOBE ACROBAT AND ENFOCUS PITSTOP EDIT )(POS)	1	Included	Included	
5594C002	BOOKLET FINISHER-AG1	1	Included	Included	
5738B002	PUNCHER UNIT-BS1 (2/3 H)	1	Included	Included	
5224C001	PAPER FOLDING UNIT-K1	1	Included	Included	
5225C001	BOOKLET TRIMMER-G1	1	Included	Included	
5606C002	COLOR IMAGE READER-P1 SET	1	Included	Included	
5214C002	MULTI-DRAWER PAPER DECK-E1	1	Included	Included	
4395V195	STANDARD POWER FILTER 20A/208V	1	Included	Included	
3537V028	IMAGEPRESS C710/C810/C910/C750/C850/C700/C800 DELIVERY AND INSTALL PAK	1	Included	Included	
2743V986	IMAGEPRESS C700/C800/C750/C850 SERIES OPERATOR TRAINING BY CLIENT EDUCATION SPECIALIST	1	Included	Included	
4234V828	PRODUCTION IMPLEMENTATION SERVICES (FOR V SERIES PRISMASYNC AND IMAGEPRESS (FIERY) RIPS)	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	

Other Invoicing Requirements	
<b>Equipment Billing Entity:</b> Canon Solutions America, Inc.	
Consumables: Toner, Staples Inclusive <span style="float: right;">Auto-Toner Fulfillment**</span>	
Meter Method: Remote Reporting Agent	
<b>FOR CSA USE ONLY:</b>	
Config: A   57208294	

THIS SCHEDULE IS ENTERED INTO PURSUANT TO, AND INCORPORATES THE TERMS OF, THE MASTER SALES AND SERVICES AGREEMENT REFERENCED AS THE AGREEMENT # ABOVE AND APPLICABLE RIDERS ("AGREEMENT"). BY YOUR SIGNATURE BELOW, CUSTOMER AGREES TO PURCHASE OR LEASE THE LISTED ITEMS, AND/OR MAINTENANANCE SERVICES AND SUPPORT, AS SPECIFIED, SUBJECT TO THE TERMS AND CONDITIONS OF THE AGREEMENT. CUSTOMER REPRESENTS THAT EXECUTION OF THIS SCHEDULE HAS BEEN DULY AUTHORIZED. YOU REPRESENT THAT YOU ARE AUTHORIZED TO EXECUTE THIS SCHEDULE ON CUSTOMER'S BEHALF. STANDARD TERMS AND CONDITIONS INCORPORATED HEREIN ARE AVAILABLE AT [ESS.CSA.CANON.COM/CUSTOMERDOCUMENTS](http://ESS.CSA.CANON.COM/CUSTOMERDOCUMENTS), AND SHALL APPLY TO THE EXTENT NOT MODIFIED BY THE AGREEMENT. YOU ACKNOWLEDGE RECEIPT OF A COPY OF THIS SCHEDULE.

Customer Authorized Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_



Customer: TRITON COLLEGE

Agreement #: MA2576

Order Date: 05/17/24 Salesperson: Nancy Harrell Holstein

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section B	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00350

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
8116B179	VPDP 140 SERIES QUARTZ SET	2	Included	Included	<b>Shipping:</b> 2000 5TH AVE STAFF SERVICES <b>Delivery Date:</b> <b>Address 2:</b> P106 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive Meter Method: Remote Reporting Agent Corporate Advantage <b>For CSA USE ONLY:</b> Config: B   57208295
8539B081	VARIOPRINT DP LINE 115 BASE LICENSE WITH PRINTER OPERATION CARE SET (QUARTZ) - ELAN	2	Included	Included	
5868B001	DOCBOX-C1 (POS)	2	Included	Included	
5870B001	COLOR SCAN TO FILE/E-MAIL-C1	2	Included	Included	
5873B001	MULTIPLE QUEUE-C1	2	Included	Included	
5874B001	STREAMING-C1	2	Included	Included	
8117B114	EXTERNAL PAPER INPUT MODULE-E1 SET	2	Included	Included	
5738B002	PUNCHER UNIT-BS1 (2/3 H)	2	Included	Included	
0259C018	HIGH DURABILITY PLASTIC COMB 19-HOLE PUNCH LTR-B1	2	Included	Included	
5594C002	BOOKLET FINISHER-AG1	2	Included	Included	
1142C004	DOCUMENT INSERTION UNIT-R1 SET	2	Included	Included	
4056V496	MULTI FUNCTION PROFESSIONAL PUNCHER-C1	2	Included	Included	
8117B025	POC KIT-B1	2	Included	Included	
4395V195	STANDARD POWER FILTER 20A/208V	2	Included	Included	
2368V118	HIGH VOLUME CONNECTIVITY OVER 80PPM	2	Included	Included	

Additional Items. Continued from preceding section.	Maint Base Charge Section B	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
3537V032	VARIOPRINT DP INSTALL PAK	2	Included	Included	<b>Shipping:</b> 2000 5TH AVE STAFF SERVICES <b>Delivery Date:</b> <b>Address 2:</b> P106 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive Meter Method: Remote Reporting Agent Corporate Advantage <b>For CSA USE ONLY:</b> Config: B   57208295
2195V020	VARIOPRINT DP OPERATOR TRAINING	2	Included	Included	
2195V021	VARIOPRINT DP IMPLEMENTATION SERVICES	2	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	2	Included	Included	



Customer: TRITON COLLEGE

Agreement #: MA2576

Order Date: 05/17/24 Salesperson: Nancy Harrell Holstein

Rider A applies (Office Equip/Cut Sheet Production)	<b>Maint Base Charge Section D</b>	<b>Maint Initial Term</b>	<b>Covered Images Included in Maint Base Charge</b>	<b>Excess Per Image Charge(s)</b>
	\$0.00	60	B&W:00 Color: 00	B&W:\$0.00350 Color: \$0.03330

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5765C009	IMAGEPRESS V700	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE STAFF SERVICES/MARKETING <b>Delivery Date:</b> <b>Address 2:</b> P106 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>Corporate Advantage</b> <b>For CSA USE ONLY:</b> Config: D   57208298
5787C003	IPR SERVER N500 SET	1	Included	Included	
5594C002	BOOKLET FINISHER-AG1	1	Included	Included	
5738B002	PUNCHER UNIT-BS1 (2/3 H)	1	Included	Included	
5217C001	STACK BYPASS D1	1	Included	Included	
5606C002	COLOR IMAGE READER-P1 SET	1	Included	Included	
0163C024	POD DECK LITE-C1 SET ITEM	1	Included	Included	
4395V195	STANDARD POWER FILTER 20A/208V	1	Included	Included	
3537V028	IMAGEPRESS C710/C810/C910/C750/C850/C700/C800 DELIVERY AND INSTALL PAK	1	Included	Included	
2743V986	IMAGEPRESS C700/C800/C750/C850 SERIES OPERATOR TRAINING BY CLIENT EDUCATION SPECIALIST	1	Included	Included	
4234V828	PRODUCTION IMPLEMENTATION SERVICES (FOR V SERIES PRISMASYNC AND IMAGEPRESS (FIERY) RIPS)	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	

Rider A applies (Office Equip/Cut Sheet Production)	<b>Maint Base Charge Section E</b>	<b>Maint Initial Term</b>	<b>Covered Images Included in Maint Base Charge</b>	<b>Excess Per Image Charge(s)</b>
	\$0.00	60	B&W: 00	B&W: \$0.00860

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5951C001	IMAGECLASS X MF1440	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE TV <b>Delivery Date:</b> <b>Address 2:</b> A113 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>For CSA USE ONLY:</b> Config: E   57208299
2088V999	IMAGECLASS DELIVERY ONLY - FOR DROP SHIPMENTS	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	





Customer: TRITON COLLEGE

Agreement #: MA2576

Order Date: 05/17/24 Salesperson: Nancy Harrell Holstein

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section E	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00860

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5951C001	IMAGECLASS X MF1440	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE TESTING CENTER <b>Delivery Date:</b> <b>Address 2:</b> A126 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>For CSA USE ONLY:</b> Config: E   57208299
2088V999	IMAGECLASS DELIVERY ONLY - FOR DROP SHIPMENTS	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section E	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00860

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5951C001	IMAGECLASS X MF1440	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE FINANCIAL AID <b>Delivery Date:</b> <b>Address 2:</b> B161 (B216W) <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>For CSA USE ONLY:</b> Config: E   57208299
2088V999	IMAGECLASS DELIVERY ONLY - FOR DROP SHIPMENTS	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	



Customer: TRITON COLLEGE

Agreement #: MA2576

Order Date: 05/17/24 Salesperson: Nancy Harrell Holstein

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section F	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00860

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5848C004	IMAGERUNNER ADVANCE DX 529IFZ	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE WRITING LAB <b>Delivery Date:</b> <b>Address 2:</b> A314 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>Corporate Advantage</b> <b>For CSA USE ONLY:</b> Config: F   57208300
5831C001	CASSETTE FEEDING UNIT-AX1	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
3826V923	INSTALL PAK IRA DX 717IF / 617IF / 527IF	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section F	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00860

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5848C004	IMAGERUNNER ADVANCE DX 529IFZ	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE HOSPITALITY- STORE ROOM <b>Delivery Date:</b> <b>Address 2:</b> B219 (B215) <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>Corporate Advantage</b> <b>For CSA USE ONLY:</b> Config: F   57208300
5831C001	CASSETTE FEEDING UNIT-AX1	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
3826V923	INSTALL PAK IRA DX 717IF / 617IF / 527IF	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	



Customer: TRITON COLLEGE

Agreement #: MA2576

Order Date: 05/17/24 Salesperson: Nancy Harrell Holstein

Rider A applies (Office Equip/Cut Sheet Production)		Maint Base Charge Section F	Maint Initial Term	Covered Images Included in Maint Base Charge		Excess Per Image Charge(s)	
		\$0.00	60	B&W: 00		B&W: \$0.00860	
Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information		
5848C004	IMAGERUNNER ADVANCE DX 529IFZ	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE HOSPITALITY- OFFICE <b>Delivery Date:</b>		
5831C001	CASSETTE FEEDING UNIT-AX1	1	Included	Included	<b>Address 2:</b> B226		
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	<b>City:</b> RIVER GROVE	<b>County:</b> COOK	<b>State:</b> IL <b>Zip:</b> 60171-1907
3826V923	INSTALL PAK IRA DX 717IF / 617IF / 527IF	1	Included	Included	<b>Contact:</b> Michael Garrity	<b>Ph #:</b> 708-456-0300	<b>Email:</b> michaelgarrity@triton.edu
3575BA60	MICARD PLUS CI	1	Included	Included	<b>Mtr Contact:</b>	<b>Ph #:</b>	<b>Email:</b>
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	<b>IT Contact:</b> Michael Garrity	<b>Ph #:</b> 708-456-0300	<b>Email:</b> michaelgarrity@triton.edu
					<b>Billing:</b>		
					<b>Address 2:</b>		
					<b>City:</b>	<b>County:</b>	<b>State:</b> <b>Zip:</b>
					<b>Contact:</b>	<b>Ph #:</b>	<b>Email:</b>
					<b>Elevator:</b> Yes	<b>Loading Dock:</b> No	<b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4
					Consumables: Toner, Staples Inclusive <span style="float: right;">Auto-Toner Fulfillment**</span>		
					Meter Method: Remote Reporting Agent <span style="float: right;">Corporate Advantage</span>		
					<b>For CSA USE ONLY:</b>		
					Config: F   57208300		

Rider A applies (Office Equip/Cut Sheet Production)		Maint Base Charge Section F	Maint Initial Term	Covered Images Included in Maint Base Charge		Excess Per Image Charge(s)	
		\$0.00	60	B&W: 00		B&W: \$0.00860	
Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information		
5848C004	IMAGERUNNER ADVANCE DX 529IFZ	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE NURSES OFFICE <b>Delivery Date:</b>		
5831C001	CASSETTE FEEDING UNIT-AX1	1	Included	Included	<b>Address 2:</b> G109 (B112)		
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	<b>City:</b> RIVER GROVE	<b>County:</b> COOK	<b>State:</b> IL <b>Zip:</b> 60171-1907
3826V923	INSTALL PAK IRA DX 717IF / 617IF / 527IF	1	Included	Included	<b>Contact:</b> Michael Garrity	<b>Ph #:</b> 708-456-0300	<b>Email:</b> michaelgarrity@triton.edu
3575BA60	MICARD PLUS CI	1	Included	Included	<b>Mtr Contact:</b>	<b>Ph #:</b>	<b>Email:</b>
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	<b>IT Contact:</b> Michael Garrity	<b>Ph #:</b> 708-456-0300	<b>Email:</b> michaelgarrity@triton.edu
					<b>Billing:</b>		
					<b>Address 2:</b>		
					<b>City:</b>	<b>County:</b>	<b>State:</b> <b>Zip:</b>
					<b>Contact:</b>	<b>Ph #:</b>	<b>Email:</b>
					<b>Elevator:</b> Yes	<b>Loading Dock:</b> No	<b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4
					Consumables: Toner, Staples Inclusive <span style="float: right;">Auto-Toner Fulfillment**</span>		
					Meter Method: Remote Reporting Agent <span style="float: right;">Corporate Advantage</span>		
					<b>For CSA USE ONLY:</b>		
					Config: F   57208300		



Customer: TRITON COLLEGE

Agreement #: MA2576

Order Date: 05/17/24 Salesperson: Nancy Harrell Holstein

Rider A applies (Office Equip/Cut Sheet Production)		Maint Base Charge Section F	Maint Initial Term	Covered Images Included in Maint Base Charge		Excess Per Image Charge(s)	
		\$0.00	60	B&W: 00		B&W: \$0.00860	
Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information		
5848C004	IMAGERUNNER ADVANCE DX 529IFZ	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE RSVP- KITCHEN <b>Delivery Date:</b>		
5831C001	CASSETTE FEEDING UNIT-AX1	1	Included	Included	<b>Address 2:</b> R221		
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	<b>City:</b> RIVER GROVE	<b>County:</b> COOK	<b>State:</b> IL <b>Zip:</b> 60171-1907
3826V923	INSTALL PAK IRA DX 717IF / 617IF / 527IF	1	Included	Included	<b>Contact:</b> Michael Garrity	<b>Ph #:</b> 708-456-0300	<b>Email:</b> michaelgarrity@triton.edu
3575BA60	MICARD PLUS CI	1	Included	Included	<b>Mtr Contact:</b>	<b>Ph #:</b>	<b>Email:</b>
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	<b>IT Contact:</b> Michael Garrity	<b>Ph #:</b> 708-456-0300	<b>Email:</b> michaelgarrity@triton.edu
					<b>Billing:</b>		
					<b>Address 2:</b>		
					<b>City:</b>	<b>County:</b>	<b>State:</b> <b>Zip:</b>
					<b>Contact:</b>	<b>Ph #:</b>	<b>Email:</b>
					<b>Elevator:</b> Yes	<b>Loading Dock:</b> No	<b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4
					Consumables: Toner, Staples Inclusive <span style="float: right;">Auto-Toner Fulfillment**</span>		
					Meter Method: Remote Reporting Agent <span style="float: right;">Corporate Advantage</span>		
					<b>For CSA USE ONLY:</b>		
					Config: F   57208300		

Rider A applies (Office Equip/Cut Sheet Production)		Maint Base Charge Section F	Maint Initial Term	Covered Images Included in Maint Base Charge		Excess Per Image Charge(s)	
		\$0.00	60	B&W: 00		B&W: \$0.00860	
Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information		
5848C004	IMAGERUNNER ADVANCE DX 529IFZ	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE CASHIER <b>Delivery Date:</b>		
5831C001	CASSETTE FEEDING UNIT-AX1	1	Included	Included	<b>Address 2:</b> B130i (A202)		
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	<b>City:</b> RIVER GROVE	<b>County:</b> COOK	<b>State:</b> IL <b>Zip:</b> 60171-1907
3826V923	INSTALL PAK IRA DX 717IF / 617IF / 527IF	1	Included	Included	<b>Contact:</b> Michael Garrity	<b>Ph #:</b> 708-456-0300	<b>Email:</b> michaelgarrity@triton.edu
3575BA60	MICARD PLUS CI	1	Included	Included	<b>Mtr Contact:</b>	<b>Ph #:</b>	<b>Email:</b>
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	<b>IT Contact:</b> Michael Garrity	<b>Ph #:</b> 708-456-0300	<b>Email:</b> michaelgarrity@triton.edu
					<b>Billing:</b>		
					<b>Address 2:</b>		
					<b>City:</b>	<b>County:</b>	<b>State:</b> <b>Zip:</b>
					<b>Contact:</b>	<b>Ph #:</b>	<b>Email:</b>
					<b>Elevator:</b> Yes	<b>Loading Dock:</b> No	<b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4
					Consumables: Toner, Staples Inclusive <span style="float: right;">Auto-Toner Fulfillment**</span>		
					Meter Method: Remote Reporting Agent <span style="float: right;">Corporate Advantage</span>		
					<b>For CSA USE ONLY:</b>		
					Config: F   57208300		



Customer: TRITON COLLEGE

Agreement #: MA2576

Order Date: 05/17/24 Salesperson: Nancy Harrell Holstein

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section F	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00860

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5848C004	IMAGERUNNER ADVANCE DX 529IFZ	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE HEALTH CAREERS DEANS AREA <b>Delivery Date:</b> <b>Address 2:</b> H121 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>Corporate Advantage</b> <b>For CSA USE ONLY:</b> Config: F   57208300
5831C001	CASSETTE FEEDING UNIT-AX1	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
3826V923	INSTALL PAK IRA DX 717IF / 617IF / 527IF	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section F	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00860

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5848C004	IMAGERUNNER ADVANCE DX 529IFZ	1	Included	Included	<b>Shipping:</b> 2000 5TH CERNAN CENTER <b>Delivery Date:</b> <b>Address 2:</b> I116 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>Corporate Advantage</b> <b>For CSA USE ONLY:</b> Config: F   57208300
5831C001	CASSETTE FEEDING UNIT-AX1	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
3826V923	INSTALL PAK IRA DX 717IF / 617IF / 527IF	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	



Customer: TRITON COLLEGE

Agreement #: MA2576

Order Date: 05/17/24 Salesperson: Nancy Harrell Holstein

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section F	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00860

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5848C004	IMAGERUNNER ADVANCE DX 529IFZ	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE CALL CENTER <b>Delivery Date:</b> <b>Address 2:</b> N201 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>Corporate Advantage</b> <b>For CSA USE ONLY:</b> Config: F   57208300
5831C001	CASSETTE FEEDING UNIT-AX1	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
3826V923	INSTALL PAK IRA DX 717IF / 617IF / 527IF	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section F	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00860

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5848C004	IMAGERUNNER ADVANCE DX 529IFZ	1	Included	Included	<b>Shipping:</b> 2000 5TH POLICE DEPARTMENT <b>Delivery Date:</b> <b>Address 2:</b> N210 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>Corporate Advantage</b> <b>For CSA USE ONLY:</b> Config: F   57208300
5831C001	CASSETTE FEEDING UNIT-AX1	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
3826V923	INSTALL PAK IRA DX 717IF / 617IF / 527IF	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	



Customer: TRITON COLLEGE

Agreement #: MA2576

Order Date: 05/17/24 Salesperson: Nancy Harrell Holstein

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section G	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5972C002	IMAGERUNNER ADVANCE DX 4925I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE R-HALLWAY <b>Delivery Date:</b> <b>Address 2:</b> R-Hall (C102) <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>For CSA USE ONLY:</b> Config: G   57208301
4000C002	INNER FINISHER-L1	1	Included	Included	
5634C001	CABINET TYPE-W	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V119	LOW VOLUME CONNECTIVITY UP TO 30PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section G	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5972C002	IMAGERUNNER ADVANCE DX 4925I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE LIBRARY-CLASSROOM <b>Delivery Date:</b> <b>Address 2:</b> B161G (A215) <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>For CSA USE ONLY:</b> Config: G   57208301
4000C002	INNER FINISHER-L1	1	Included	Included	
5634C001	CABINET TYPE-W	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V119	LOW VOLUME CONNECTIVITY UP TO 30PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	





Customer: TRITON COLLEGE

Agreement #: MA2576

Order Date: 05/17/24 Salesperson: Nancy Harrell Holstein

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section G	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5972C002	IMAGERUNNER ADVANCE DX 4925I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE CHILD CARE <b>Delivery Date:</b> <b>Address 2:</b> G120 (A317 A100) <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>For CSA USE ONLY:</b> Config: G   57208301
4000C002	INNER FINISHER-L1	1	Included	Included	
5634C001	CABINET TYPE-W	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V119	LOW VOLUME CONNECTIVITY UP TO 30PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section G	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5972C002	IMAGERUNNER ADVANCE DX 4925I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE ACADEMIC SUCCESS- BEHIND HELP DESK <b>Delivery Date:</b> <b>Address 2:</b> A106 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>For CSA USE ONLY:</b> Config: G   57208301
4000C002	INNER FINISHER-L1	1	Included	Included	
5634C001	CABINET TYPE-W	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V119	LOW VOLUME CONNECTIVITY UP TO 30PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	





Customer: TRITON COLLEGE

Agreement #: MA2576

Order Date: 05/17/24 Salesperson: Nancy Harrell Holstein

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section G	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5972C002	IMAGERUNNER ADVANCE DX 4925I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE SCANNING/ARCHIVES <b>Delivery Date:</b> <b>Address 2:</b> A327 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>For CSA USE ONLY:</b> Config: G   57208301
4000C002	INNER FINISHER-L1	1	Included	Included	
5634C001	CABINET TYPE-W	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V119	LOW VOLUME CONNECTIVITY UP TO 30PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section G	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5972C002	IMAGERUNNER ADVANCE DX 4925I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE CAAS A125 BLDG A <b>Delivery Date:</b> <b>Address 2:</b> A125 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>For CSA USE ONLY:</b> Config: G   57208301
4000C002	INNER FINISHER-L1	1	Included	Included	
5634C001	CABINET TYPE-W	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V119	LOW VOLUME CONNECTIVITY UP TO 30PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	



Customer: TRITON COLLEGE

Agreement #: MA2576

Order Date: 05/17/24 Salesperson: Nancy Harrell Holstein

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section G	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5972C002	IMAGERUNNER ADVANCE DX 4925I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE LIBRARY- PRINTING (RELEASE STATION) <b>Delivery Date:</b> <b>Address 2:</b> A200 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <span style="float: right;">Auto-Toner Fulfillment**</span> Meter Method: Remote Reporting Agent <b>For CSA USE ONLY:</b> Config: G   57208301
4000C002	INNER FINISHER-L1	1	Included	Included	
5634C001	CABINET TYPE-W	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V119	LOW VOLUME CONNECTIVITY UP TO 30PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section G	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5972C002	IMAGERUNNER ADVANCE DX 4925I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE ETRC PRINTING (RELEASE STATION) <b>Delivery Date:</b> <b>Address 2:</b> A100 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <span style="float: right;">Auto-Toner Fulfillment**</span> Meter Method: Remote Reporting Agent <b>For CSA USE ONLY:</b> Config: G   57208301
4000C002	INNER FINISHER-L1	1	Included	Included	
5634C001	CABINET TYPE-W	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V119	LOW VOLUME CONNECTIVITY UP TO 30PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	



Customer: TRITON COLLEGE

Agreement #: MA2576

Order Date: 05/17/24 Salesperson: Nancy Harrell Holstein

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section H	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5972C002	IMAGERUNNER ADVANCE DX 4925I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE ADMISSIONS- PRINT ROOM <b>Delivery Date:</b> <b>Address 2:</b> B120i <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>For CSA USE ONLY:</b> Config: H   57208302
4917C002	CASSETTE FEEDING UNIT-AW1	1	Included	Included	
4000C002	INNER FINISHER-L1	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V119	LOW VOLUME CONNECTIVITY UP TO 30PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section H	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5972C002	IMAGERUNNER ADVANCE DX 4925I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE FINANCIAL AID <b>Delivery Date:</b> <b>Address 2:</b> M (B161G B216E) <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>For CSA USE ONLY:</b> Config: H   57208302
4917C002	CASSETTE FEEDING UNIT-AW1	1	Included	Included	
4000C002	INNER FINISHER-L1	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V119	LOW VOLUME CONNECTIVITY UP TO 30PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	



Customer: TRITON COLLEGE

Agreement #: MA2576

Order Date: 05/17/24 Salesperson: Nancy Harrell Holstein

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section H	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5972C002	IMAGERUNNER ADVANCE DX 4925I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE FIN AID ESL <b>Delivery Date:</b> <b>Address 2:</b> E317 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>For CSA USE ONLY:</b> Config: H   57208302
4917C002	CASSETTE FEEDING UNIT-AW1	1	Included	Included	
4000C002	INNER FINISHER-L1	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V119	LOW VOLUME CONNECTIVITY UP TO 30PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section H	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5972C002	IMAGERUNNER ADVANCE DX 4925I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE PHYSICAL PLANT <b>Delivery Date:</b> <b>Address 2:</b> O100 Hallway <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>For CSA USE ONLY:</b> Config: H   57208302
4917C002	CASSETTE FEEDING UNIT-AW1	1	Included	Included	
4000C002	INNER FINISHER-L1	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V119	LOW VOLUME CONNECTIVITY UP TO 30PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	



Customer: TRITON COLLEGE

Agreement #: MA2576

Order Date: 05/17/24 Salesperson: Nancy Harrell Holstein

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section I	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5538C002	IMAGERUNNER ADVANCE DX 6855I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE ACADEMIC VP HALLWAY <b>Delivery Date:</b> <b>Address 2:</b> A317 (A100) <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>For CSA USE ONLY:</b> Config: I   57208305
4000C002	INNER FINISHER-L1	1	Included	Included	
4031C002	HIGH CAPACITY CASSETTE FEEDING UNIT-C1	1	Included	Included	
4002C002	INNER 2/3 HOLE PUNCHER-D1	1	Included	Included	
5546C002	BUFFER PASS UNIT-P2	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
4135V101	INSTALL PAK DX 6855I	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section I	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5538C002	IMAGERUNNER ADVANCE DX 6855I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE BUSINESS OFFICE <b>Delivery Date:</b> <b>Address 2:</b> A306 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>For CSA USE ONLY:</b> Config: I   57208305
4000C002	INNER FINISHER-L1	1	Included	Included	
4031C002	HIGH CAPACITY CASSETTE FEEDING UNIT-C1	1	Included	Included	
4002C002	INNER 2/3 HOLE PUNCHER-D1	1	Included	Included	
5546C002	BUFFER PASS UNIT-P2	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
4135V101	INSTALL PAK DX 6855I	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	



Customer: TRITON COLLEGE

Agreement #: MA2576

Order Date: 05/17/24 Salesperson: Nancy Harrell Holstein

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section I	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5538C002	IMAGERUNNER ADVANCE DX 6855I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE BUSINESS- FACULTY <b>Delivery Date:</b> <b>Address 2:</b> F214 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>For CSA USE ONLY:</b> Config: I   57208305
4000C002	INNER FINISHER-L1	1	Included	Included	
4031C002	HIGH CAPACITY CASSETTE FEEDING UNIT-C1	1	Included	Included	
4002C002	INNER 2/3 HOLE PUNCHER-D1	1	Included	Included	
5546C002	BUFFER PASS UNIT-P2	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
4135V101	INSTALL PAK DX 6855I	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section I	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5538C002	IMAGERUNNER ADVANCE DX 6855I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE INDUSTRIAL CAREERS - DEANS OFFICE <b>Delivery Date:</b> <b>Address 2:</b> T109 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>For CSA USE ONLY:</b> Config: I   57208305
4000C002	INNER FINISHER-L1	1	Included	Included	
4031C002	HIGH CAPACITY CASSETTE FEEDING UNIT-C1	1	Included	Included	
4002C002	INNER 2/3 HOLE PUNCHER-D1	1	Included	Included	
5546C002	BUFFER PASS UNIT-P2	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
4135V101	INSTALL PAK DX 6855I	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	



Customer: TRITON COLLEGE

Agreement #: MA2576

Order Date: 05/17/24 Salesperson: Nancy Harrell Holstein

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section I	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5538C002	IMAGERUNNER ADVANCE DX 6855I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE MIS- INSIDE PRINTING ROOM <b>Delivery Date:</b> <b>Address 2:</b> A308A <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>For CSA USE ONLY:</b> Config: I   57208305
4000C002	INNER FINISHER-L1	1	Included	Included	
4031C002	HIGH CAPACITY CASSETTE FEEDING UNIT-C1	1	Included	Included	
4002C002	INNER 2/3 HOLE PUNCHER-D1	1	Included	Included	
5546C002	BUFFER PASS UNIT-P2	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
4135V101	INSTALL PAK DX 6855I	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section I	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5538C002	IMAGERUNNER ADVANCE DX 6855I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE FACULTY (HALLWAY) <b>Delivery Date:</b> <b>Address 2:</b> H101A <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>For CSA USE ONLY:</b> Config: I   57208305
4000C002	INNER FINISHER-L1	1	Included	Included	
4031C002	HIGH CAPACITY CASSETTE FEEDING UNIT-C1	1	Included	Included	
4002C002	INNER 2/3 HOLE PUNCHER-D1	1	Included	Included	
5546C002	BUFFER PASS UNIT-P2	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
4135V101	INSTALL PAK DX 6855I	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	





Customer: TRITON COLLEGE

Agreement #: MA2576

Order Date: 05/17/24 Salesperson: Nancy Harrell Holstein

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section I	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5538C002	IMAGERUNNER ADVANCE DX 6855I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE LIBRARY- PRINTING <b>Delivery Date:</b> <b>Address 2:</b> A200 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>For CSA USE ONLY:</b> Config: I   57208305
4000C002	INNER FINISHER-L1	1	Included	Included	
4031C002	HIGH CAPACITY CASSETTE FEEDING UNIT-C1	1	Included	Included	
4002C002	INNER 2/3 HOLE PUNCHER-D1	1	Included	Included	
5546C002	BUFFER PASS UNIT-P2	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
4135V101	INSTALL PAK DX 6855I	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section I	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5538C002	IMAGERUNNER ADVANCE DX 6855I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE HALLWAY <b>Delivery Date:</b> <b>Address 2:</b> F100 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>For CSA USE ONLY:</b> Config: I   57208305
4000C002	INNER FINISHER-L1	1	Included	Included	
4031C002	HIGH CAPACITY CASSETTE FEEDING UNIT-C1	1	Included	Included	
4002C002	INNER 2/3 HOLE PUNCHER-D1	1	Included	Included	
5546C002	BUFFER PASS UNIT-P2	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
4135V101	INSTALL PAK DX 6855I	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	





Customer: TRITON COLLEGE

Agreement #: MA2576

Order Date: 05/17/24 Salesperson: Nancy Harrell Holstein

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section J	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5971C002	IMAGERUNNER ADVANCE DX 4935I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE ARTS AND SCIENCE OFFICE <b>Delivery Date:</b> <b>Address 2:</b> E103G <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>Corporate Advantage</b> <b>For CSA USE ONLY:</b> Config: J   57208428
4917C002	CASSETTE FEEDING UNIT-AW1	1	Included	Included	
4000C002	INNER FINISHER-L1	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section J	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5971C002	IMAGERUNNER ADVANCE DX 4935I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE ENGLISH DEPARTMENT <b>Delivery Date:</b> <b>Address 2:</b> E102E <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>Corporate Advantage</b> <b>For CSA USE ONLY:</b> Config: J   57208428
4917C002	CASSETTE FEEDING UNIT-AW1	1	Included	Included	
4000C002	INNER FINISHER-L1	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	



Customer: TRITON COLLEGE

Agreement #: MA2576

Order Date: 05/17/24 Salesperson: Nancy Harrell Holstein

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section J	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5971C002	IMAGERUNNER ADVANCE DX 4935I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE PRINT ROOM- FACULTY & STAFF <b>Delivery Date:</b> <b>Address 2:</b> M102 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>Corporate Advantage</b> <b>For CSA USE ONLY:</b> Config: J   57208428
4917C002	CASSETTE FEEDING UNIT-AW1	1	Included	Included	
4000C002	INNER FINISHER-L1	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section J	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5971C002	IMAGERUNNER ADVANCE DX 4935I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE CAREER SERVICES <b>Delivery Date:</b> <b>Address 2:</b> A204 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>Corporate Advantage</b> <b>For CSA USE ONLY:</b> Config: J   57208428
4917C002	CASSETTE FEEDING UNIT-AW1	1	Included	Included	
4000C002	INNER FINISHER-L1	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	



Customer: TRITON COLLEGE

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Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section J	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5971C002	IMAGERUNNER ADVANCE DX 4935I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE MATH FACULTY <b>Delivery Date:</b> <b>Address 2:</b> E216 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>Corporate Advantage</b> <b>For CSA USE ONLY:</b> Config: J   57208428
4917C002	CASSETTE FEEDING UNIT-AW1	1	Included	Included	
4000C002	INNER FINISHER-L1	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section J	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5971C002	IMAGERUNNER ADVANCE DX 4935I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE BEH. SCIENCE- FACULTY <b>Delivery Date:</b> <b>Address 2:</b> G218 (D115) <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>Corporate Advantage</b> <b>For CSA USE ONLY:</b> Config: J   57208428
4917C002	CASSETTE FEEDING UNIT-AW1	1	Included	Included	
4000C002	INNER FINISHER-L1	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	



Customer: TRITON COLLEGE

Agreement #: MA2576

Order Date: 05/17/24 Salesperson: Nancy Harrell Holstein

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section J	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5971C002	IMAGERUNNER ADVANCE DX 4935I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE ETRC PRINTING (RELEASE STATION) <b>Delivery Date:</b> <b>Address 2:</b> A104 (A100) <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>Corporate Advantage</b> <b>For CSA USE ONLY:</b> Config: J   57208428
4917C002	CASSETTE FEEDING UNIT-AW1	1	Included	Included	
4000C002	INNER FINISHER-L1	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section J	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5971C002	IMAGERUNNER ADVANCE DX 4935I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE COPY STATION <b>Delivery Date:</b> <b>Address 2:</b> A200 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>Corporate Advantage</b> <b>For CSA USE ONLY:</b> Config: J   57208428
4917C002	CASSETTE FEEDING UNIT-AW1	1	Included	Included	
4000C002	INNER FINISHER-L1	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	



Customer: TRITON COLLEGE

Agreement #: MA2576

Order Date: 05/17/24 Salesperson: Nancy Harrell Holstein

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section J	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5971C002	IMAGERUNNER ADVANCE DX 4935I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE ACADEMIC SUCCESS <b>Delivery Date:</b> <b>Address 2:</b> A105 (A308A) <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>Corporate Advantage</b> <b>For CSA USE ONLY:</b> Config: J   57208428
4917C002	CASSETTE FEEDING UNIT-AW1	1	Included	Included	
4000C002	INNER FINISHER-L1	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section J	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5971C002	IMAGERUNNER ADVANCE DX 4935I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE SCIENCE- FACULTY <b>Delivery Date:</b> <b>Address 2:</b> D116 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>Corporate Advantage</b> <b>For CSA USE ONLY:</b> Config: J   57208428
4917C002	CASSETTE FEEDING UNIT-AW1	1	Included	Included	
4000C002	INNER FINISHER-L1	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	



Customer: TRITON COLLEGE

Agreement #: MA2576

Order Date: 05/17/24 Salesperson: Nancy Harrell Holstein

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section J	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5971C002	IMAGERUNNER ADVANCE DX 4935I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE FINE ARTS <b>Delivery Date:</b> <b>Address 2:</b> J218 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>Corporate Advantage</b> <b>For CSA USE ONLY:</b> Config: J   57208428
4917C002	CASSETTE FEEDING UNIT-AW1	1	Included	Included	
4000C002	INNER FINISHER-L1	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section J	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5971C002	IMAGERUNNER ADVANCE DX 4935I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE STUDENT LIFE <b>Delivery Date:</b> <b>Address 2:</b> B240 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>Corporate Advantage</b> <b>For CSA USE ONLY:</b> Config: J   57208428
4917C002	CASSETTE FEEDING UNIT-AW1	1	Included	Included	
4000C002	INNER FINISHER-L1	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	



Customer: TRITON COLLEGE

Agreement #: MA2576

Order Date: 05/17/24 Salesperson: Nancy Harrell Holstein

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section J	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5971C002	IMAGERUNNER ADVANCE DX 4935I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE D-HALLWAY <b>Delivery Date:</b> <b>Address 2:</b> D-Hall (A203) <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>Corporate Advantage</b> <b>For CSA USE ONLY:</b> Config: J   57208428
4917C002	CASSETTE FEEDING UNIT-AW1	1	Included	Included	
4000C002	INNER FINISHER-L1	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section J	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5971C002	IMAGERUNNER ADVANCE DX 4935I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE FACULTY <b>Delivery Date:</b> <b>Address 2:</b> H202 (H243) <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>Corporate Advantage</b> <b>For CSA USE ONLY:</b> Config: J   57208428
4917C002	CASSETTE FEEDING UNIT-AW1	1	Included	Included	
4000C002	INNER FINISHER-L1	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	





Customer: TRITON COLLEGE

Agreement #: MA2576

Order Date: 05/17/24 Salesperson: Nancy Harrell Holstein

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section J	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5971C002	IMAGERUNNER ADVANCE DX 4935I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE PHYSICAL EDUCATION <b>Delivery Date:</b> <b>Address 2:</b> R202 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>Corporate Advantage</b> <b>For CSA USE ONLY:</b> Config: J   57208428
4917C002	CASSETTE FEEDING UNIT-AW1	1	Included	Included	
4000C002	INNER FINISHER-L1	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section K	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.04400

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5971C002	IMAGERUNNER ADVANCE DX 4935I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE PRESIDENTS OFFICE <b>Delivery Date:</b> <b>Address 2:</b> A301 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>Corporate Advantage</b> <b>For CSA USE ONLY:</b> Config: K   57208430
4002C002	INNER 2/3 HOLE PUNCHER-D1	1	Included	Included	
4000C002	INNER FINISHER-L1	1	Included	Included	
5634C001	CABINET TYPE-W	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	





Customer: TRITON COLLEGE

Agreement #: MA2576

Order Date: 05/17/24 Salesperson: Nancy Harrell Holstein

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section L	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.04400

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5971C002	IMAGERUNNER ADVANCE DX 4935I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE CONTINUING EDUCATION <b>Delivery Date:</b> <b>Address 2:</b> A201 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>Corporate Advantage</b> <b>For CSA USE ONLY:</b> Config: L   57208451
4002C002	INNER 2/3 HOLE PUNCHER-D1	1	Included	Included	
4917C002	CASSETTE FEEDING UNIT-AW1	1	Included	Included	
4000C002	INNER FINISHER-L1	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section L	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.04400

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5971C002	IMAGERUNNER ADVANCE DX 4935I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE ADULT EDUCATION <b>Delivery Date:</b> <b>Address 2:</b> A205 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>Corporate Advantage</b> <b>For CSA USE ONLY:</b> Config: L   57208451
4002C002	INNER 2/3 HOLE PUNCHER-D1	1	Included	Included	
4917C002	CASSETTE FEEDING UNIT-AW1	1	Included	Included	
4000C002	INNER FINISHER-L1	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	



Customer: TRITON COLLEGE

Agreement #: MA2576

Order Date: 05/17/24 Salesperson: Nancy Harrell Holstein

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section L	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.04400

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5971C002	IMAGERUNNER ADVANCE DX 4935I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE FIRE-OFFICE AREA <b>Delivery Date:</b> <b>Address 2:</b> F209 (G302G218) <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>Corporate Advantage</b> <b>For CSA USE ONLY:</b> Config: L   57208451
4002C002	INNER 2/3 HOLE PUNCHER-D1	1	Included	Included	
4917C002	CASSETTE FEEDING UNIT-AW1	1	Included	Included	
4000C002	INNER FINISHER-L1	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	

Rider A applies (Office Equip/Cut Sheet Production)	Maint Base Charge Section M	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Charge(s)
	\$0.00	60	B&W: 00	B&W: \$0.00440

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information
5971C002	IMAGERUNNER ADVANCE DX 4935I	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE HUMAN RESOURCES <b>Delivery Date:</b> <b>Address 2:</b> P105 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 Consumables: Toner, Staples Inclusive <b>Auto-Toner Fulfillment**</b> Meter Method: Remote Reporting Agent <b>Corporate Advantage</b> <b>For CSA USE ONLY:</b> Config: M   57211579
4002C002	INNER 2/3 HOLE PUNCHER-D1	1	Included	Included	
4917C002	CASSETTE FEEDING UNIT-AW1	1	Included	Included	
4000C002	INNER FINISHER-L1	1	Included	Included	
3813C001	DADF-BA1	1	Included	Included	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	
4282V202	IMAGERUNNER ADVANCE DX 4945I/ 4935I/ 4925I INSTALL PAK	1	Included	Included	
3575BA60	MICARD PLUS CI	1	Included	Included	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	



Customer: TRITON COLLEGE

Agreement #: MA2576

Order Date: 05/17/24 Salesperson: Nancy Harrell Holstein

Device Excluded from Maintenance		Maint Base Charge Section	Maint Initial Term	Covered Images Included in Maint Base Charge		Excess Per Image Charge(s)
Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information	
2743V986	IMAGEPRESS C700/C800/C750/C850 SERIES OPERATOR TRAINING BY CLIENT EDUCATION SPECIALIST	2	Included	Included	<b>Shipping:</b> 2000 5TH AVE MIS INSIDE PRINT A <b>Delivery Date:</b> <b>Address 2:</b> A308 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 <b>For CSA USE ONLY:</b> Config: N   57212348	

Device Excluded from Maintenance		Maint Base Charge Section	Maint Initial Term	Covered Images Included in Maint Base Charge		Excess Per Image Charge(s)
Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information	
4234V828	PRODUCTION IMPLEMENTATION SERVICES (FOR V SERIES PRISMASync AND IMAGEPRESS (FIERY) RIPS)	2	Included	Included	<b>Shipping:</b> 2000 5TH AVE MIS INSIDE PRINT A <b>Delivery Date:</b> <b>Address 2:</b> A308 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 <b>For CSA USE ONLY:</b> Config: O   57212349	



Customer: TRITON COLLEGE

Agreement #: MA2576

Order Date: 05/17/24 Salesperson: Nancy Harrell Holstein

Rider C applies (Software and Cloud Subscriptions)		Maint Base Charge Section	Maint Initial Term	Covered Images Included in Maint Base Charge		Excess Per Image Charge(s)
Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information	
3575B040	UNIFLOW SOFTWARE ASSURANCE -1 POINT	980	Included	Included	<b>Shipping:</b> 2000 5TH AVE MIS INSIDE PRINT A <b>Delivery Date:</b> <b>Address 2:</b> A308 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 <b>For CSA USE ONLY:</b> Config: OnPremiseA   10426	

Rider C applies (Software and Cloud Subscriptions)		Maint Base Charge Section	Maint Initial Term	Covered Images Included in Maint Base Charge		Excess Per Image Charge(s)
Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information	
3077B130	FIERY COLOR PROFILER SUITE	1	Included	Included	<b>Shipping:</b> 2000 5TH AVE MIS INSIDE PRINT A <b>Delivery Date:</b> <b>Address 2:</b> A308 <b>City:</b> RIVER GROVE <b>County:</b> COOK <b>State:</b> IL <b>Zip:</b> 60171-1907 <b>Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Mtr Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>IT Contact:</b> Michael Garrity <b>Ph #:</b> 708-456-0300 <b>Email:</b> michaelgarrity@triton.edu <b>Billing:</b> <b>Address 2:</b> <b>City:</b> <b>County:</b> <b>State:</b> <b>Zip:</b> <b>Contact:</b> <b>Ph #:</b> <b>Email:</b> <b>Elevator:</b> Yes <b>Loading Dock:</b> No <b># of Steps:</b> 0 <b>Hrs of Operation:</b> 8-4 <b>For CSA USE ONLY:</b> Config: OnPremiseB   10427	
3077B131	FIERY COLOR PROFILER SUITE ANNUAL MAINTENANCE (POP AND RENEWAL)	5	Included	Included		
3234V295	FIERY COLOR PROFILER SUITE IMPLEMENTATION SERVICES BY LOCAL PRODUCTION ANALYST	2	Included	Included		

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

Meeting of June 18, 2024

ACTION EXHIBIT NO. 17059

**SUBJECT: RATIFICATION OF FIVE-YEAR IEA-NEA ADJUNCT FACULTY  
NEGOTIATED AGREEMENT 2024-2029**

**RECOMMENDATION:** That the Board of Trustees ratify the five-year 2024-2029 Negotiated Agreement with IEA-NEA for the Triton College teaching adjunct faculty. The Administration and Union have negotiated a five-year extension of the existing Collective Bargaining Agreement with language changes and annual increases in salary of 5.25% in each year, FY25, FY26, FY27, FY28, and FY29.

**RATIONALE:** This Agreement has been negotiated between the Triton College Board of Trustees and the IEA-NEA Adjunct Faculty Union to be effective the period between July 1, 2024 and June 30, 2029, and has been ratified by the membership of the Triton College Adjunct Faculty Association on May 9 through 15, 2024, by a vote of 13 (thirteen) in favor, and 0 (zero) against.

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*Sean Sullivan*

**Submitted to Board by:** \_\_\_\_\_  
Sean O'Brien Sullivan, Vice President of Business Services

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**Board Officers' Signatures Required:**

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**Mark R. Stephens**  
Chairman

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**Tracy Jennings**  
Secretary

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**Date**

Related forms requiring Board signature: Yes  No

# ADJUNCT FACULTY NEGOTIATIONS

April 8, 2024

Tentative Settlement of the Collective Bargaining Agreement between the Board of Trustees and Triton College Adjunct Faculty Association (IEA/NEA).

By signing below, the parties agree that the items identified as 1 through 13 are the totality of the joint settlement Agreement of the successor agreement to the CBA ending 6/30/2024 between the Adjunct Faculty Association and Triton College.

Final Language to follow.

Executed April 8, 2024 at 4:50 PM

1. Online class instructors are required and paid to perform weekly conference hours with students.
  - a. Online class instructors are required to perform 1 hour of online conference hours for all online classes taught per semester. (If you teach one online class, you will perform 1 office hour. If you teach 3 online classes you will perform 1 office hour)
2. 1 conference hour per week for each course an adjunct is teaching that week.
  - a. All face to face courses will require performance of one face to face office hour per week that the class is in session. (If you teach 1 online class and 2 face to face in the same semester, you will perform 3 office hours each week that the classes are in session)
3. Increase the yearly wellness benefit from \$2,000 to \$2,500 per year.
  - a. Agreed. The amount in article 10 section a paragraph 4 will be revised from \$2,000 to \$2,500.
4. \$50 stipend each Fall & Spring semester, when final grades are submitted on-time.
  - a. Denied
5. All adjunct faculty will be held to the same stands, access to Triton College resources, and expectations as applies to full-time faculty. Adjunct faculty will not be held to a higher standard.
  - a. Denied
6. 5% COLA each year; 4-5-year contract
  - a. Denied, no COLA adjustment
  - b. Parties agree to a 5.25% raise annually. Effective July 1<sup>st</sup>, 2024 to June 30<sup>th</sup>, 2029 (5 Year contract)
    - i. Every part-time faculty member salary will be increased by 5.25%, 5.25%, 5.25%, 5.25%, 5.25%, in credible income for each year that this negotiated agreement is in place. Unless renegotiated, this amount of increase will be set at 0% percent July 1<sup>st</sup>, 2029. (This replaces the 1<sup>st</sup> bullet point of article 11 on page 63).
    - ii. Pg. 65 chart C – minimum initial placement for new adjunct faculty members is standardized within the chart.
      1. For FY25, the increase will be 3.20%
      2. For Fy26, the increase will be 3.0%
      3. For Fy27, the increase will be 3.0%
      4. For Fy28, the increase will be 3.0%
      5. For Fy29, the increase will be 3.0%

Unless renegotiated, this amount of increase will be set at 0% percent July 1<sup>st</sup>, 2029.

Triton College Board of Trustees Topics

7. Adapt classroom visit form to align with modified Full-Time visit and observation form.
  - a. Attached here and made a part of is the 14-page document identified as "The Triton College Faculty Observation Form."
  - b. While this observation form in and of itself shall be used for classroom observation, it shall not be used for disciplinary purposes, it may and shall be used as the basis upon which disciplinary action or a remedial improvement memorandum is issued.

8. Establish mandatory participation in Assessment, applicable to both program and course.
  - a. Including modification to the adjunct faculty job description, AFM's are hereby required to participate in program, course, and general education outcome assessments through completion (if your class is selected). AFM's will work with full-time faculty to design assessment plans and then collect identified student artifacts and results for their courses, followed by reviewing data to "close the loop," planning any changes necessary to facilitate student learning.
  - b. Including the following changes in appendix D:
    - i. Number 3 shall read, "Teaches to pre-approved course outcomes"
    - ii. Number 6 shall read, "Electronically submit syllabi to appropriate department or division office before the 10<sup>th</sup> day, after the start of that class."
    - iii. Number 15 shall read, "Cooperates with the department chairperson... .... ~~and assessment activities.~~"
    - iv. Number 16 shall read, "Welcome to participate in regular department/program meetings and college meetings as available."
    - v. Number 21 shall read, "When needed recommends library books and other instructional/resource materials and places reading materials on reserve in the library."
  
9. Make existing MOU's a permanent part of the Negotiated Agreement
  - a. concerning On-line training requirements
    - i. The MOU executed April 13, 2021 between the parties relative to mandatory online training shall be included in this agreement.
  - b. Workshop sign-in procedure shall be determined by the Administration.
  
10. Modify Pool list to be run earlier in the semester and limited to one time per year.
  - a. The pool list will be promulgated in January of each year.
  
11. Clarify Workload limitation rule (12/12/6) as absolute and includes short term, flexible scheduling and variable offering classes.
  - a. An alternate limitation option shall exist for classes which have over 6 LHE for summer classes shall permit a (9/9/7) formulation.
  
12. Existing Language Clarifications (no change of "intent"):
  - a. Simplify Workshop sign in procedure
  - b. Number Appendix pages
  - c. Juneteenth and Election day holiday language
  - d. PTO language legal compliance including existing days.
  - e. Susan Page Title correction
  - f. Use of TC email only for College Business
  - g. Full compensation requires completion of full duties.
  - h. "Internet" vs. "on-line"
  - i. Update "Blackboard" to Bb "Ultra"
  - j. Job description clarifications
  
13. Adjunct faculty members are encouraged to participate in department meetings and shall be compensated \$25.00 per hour for active participation.

ADJUNCT UNION

COLLEGE

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## Sean Sullivan

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**From:** William Justiz  
**Sent:** Wednesday, May 15, 2024 9:05 PM  
**To:** Sean Sullivan  
**Cc:** Margaret Kluza; Colleen Rockafellow  
**Subject:** TCAFA TA Contract Vote

Hello

We concluded the TA Contract vote today. The vote passed with 13 yes's and 0-no's.

Bill

William Justiz, M.P.A., NRP  
Chairperson of Fire Science & Emergency Service Programs  
Co-Chairperson Crisis Management Team  
President, Triton College Adjunct Faculty Association  
Triton Community College  
F-204  
2000 Fifth Ave.  
River Grove, IL 60171  
Phone: (708) 456-0300, Ext. 3814  
Email: [williamjustiz@triton.edu](mailto:williamjustiz@triton.edu)  
[www.triton.edu/william\\_justiz](http://www.triton.edu/william_justiz)





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

Meeting of June 18, 2024

ACTION EXHIBIT NO. 17060

**SUBJECT: SIX-YEAR AGREEMENT WITH TRITON COLLEGE PART-TIME  
ILLINOIS COUNCIL OF POLICE (ICOPS) 2024-2030**

**RECOMMENDATION:** That the Board of Trustees approve a six-year Negotiated Agreement with ICOPS part-time officers, subject to terms and conditions per the attached Settlement Agreement with an hourly increase of all existing members to \$25/hr and an increase thereafter of \$1.25/hr on July 1 for each year of the following five (5) full years of the Agreement. The effective date is July 1, 2024 and the Agreement shall expire June 30, 2030. The Negotiated Agreement between the parties was ratified by the Triton membership of the part-time ICOPS bargaining unit by a unanimous vote on May 9, 2024.

**RATIONALE:** Negotiations between the Board of Trustees' negotiators and the Union officers resulted in a recommendation of a six-year Negotiated Agreement as attached.

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*Sean Sullivan*

**Submitted to Board by:** \_\_\_\_\_  
Sean O'Brien Sullivan, Vice President of Business Services

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**Board Officers' Signatures Required:**

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

\_\_\_\_\_  
**Tracy Jennings**  
Secretary

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

Related forms requiring Board signature: Yes  No

**PART-TIME POLICE NEGOTIATIONS**  
**Summary of Agreed upon Issues between the Parties:**  
**May 1, 2024**

Tentative Settlement Summary to the Collective Bargaining Agreement between the Board of Trustees and Triton College Part-Time Police Officers (ICOPS). By signing below, the parties agree that the items listed below are the totality of the agreed upon issues which serves as the joint settlement Agreement of the successor agreement to the CBA ending 6/30/2024 between the Part-Time Police Officers and Triton College. Final Language to follow.

Executed between the Parties on May 1, 2024. 1:00 PM

1. Article 3, Section 3.1 At Will Employment and Evaluation
  - a. Will remain the same language as shown in the present negotiated agreement.
  
2. Article 3, Section 3.3 Continuing Employment
  - a. Will remain the same language as shown in the present negotiated agreement.
  
3. Article 8, Section 8.4 Holidays
  - a. Will remain the same language as shown in the present negotiated agreement.
  - b. Management reserves the right to set and control the manpower schedule and assignments. There is no intentional non-scheduling of part-time employees in reference to working holiday. Keeping in mind that full-time employees may have priority over assignments, part-time employees will be utilized on holiday as appropriate and necessary.
    - i. Federal and State recognized holiday addition such as "Juneteenth" will be added to the language of the negotiated agreement.
  
4. Article 8, Section 8.5 Uniforms
  - a. Management agrees that new employees shall be issued 3 uniform shirts and 2 uniform pants within the first year of hire. On July 1<sup>st</sup> following the "new employees" third year of employment an up to \$300 uniform allowance annually shall be allocated for their use. All uniforms shall remain the property of Triton College, during and after employment.
  
5. Training
  - a. Management agrees that for any training, which is required by the College; or required by Federal or State law; in order for an officer to work specifically at the college, the College will pay 100% of the training. Management reserves the right to choose the provider and schedule of the training.
  - b. For training, which is required for an individual to stay in compliance with or in "Good standing" as a police officer in IL, the College will pay up to 50% of the cost of such training for employees who have worked at least 500 hours at the College over the past 12 months of part-time duty. The percent paid will be based upon the percentage of hours worked of the 500 max. (i.e.: If an employee has only worked 250 hours in the preceding 12 months, then the College will pay half of the 50% maximum cost of the training).
  
6. Article 9, Section 9.1 Base Salary Levels
  - a. Effective July 1<sup>st</sup>, 2024 to June 30<sup>th</sup>, 2030 (6 Year contract)
  - b. Base pay for current part-time officers beginning 7/1/2024 shall be set at \$25.00 with increases of \$1.25 on July 1<sup>st</sup> of each of the following years through July 1<sup>st</sup> of 2029.
  - c. New Employees hired as part-time officers starting pay will be based upon years of experience working as full-time officers for a recognized Illinois sworn police officer.

*MS  
Feafs  
01/11/24*

*RS  
5/1/24*

Full-Time Experience in Years	Starting Pay
0-3 Years	\$20.00
4-5 years	\$21.00
10 years	\$22.00
15 Years	\$23.00
20 Years	\$24.00
25+ Years	\$25.00
*These new officers will receive annual dollar amount increases equal to that of the existing officers	
**In the event that the base starting pay in the chart above exceeds the annual raise they will adhere to the starting pay chart.	

Raises are effective July 1<sup>st</sup> of each year.

Executed between the Parties on May 1, 2024. 1:00 PM

Part-Time Police UNION

\* *Richard L. Brown*

*Colin*

\*BASED ON MEMBER RATIFICATION

COLLEGE

*Sam Sam* 5/1/24

*Colleen Rockafellow*

## Sean Sullivan

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**From:** Debra Deakin <ddeakin@icops.org>  
**Sent:** Wednesday, May 8, 2024 4:39 PM  
**To:** Sean Sullivan; Colleen Rockafellow  
**Cc:** Illinois Council of Police (ICOPs); Daisy Herrera  
**Subject:** Triton PT Contract Ratification

This email did not originate from the Triton College email system.

If the source looks suspicious, do not open attachments, click on links or provide your credentials.

Good Afternoon Ms. Rockafellow and Mr. Sullivan.

ICOPS is happy to report that the Part-time officers have ratified their contract.

Should you have any questions or need any additional information, please contact the Union office.

Thank you and have a good evening.

Debbie

*Debra Ann Deakin*

**ILLINOIS COUNCIL OF POLICE**

**770 North Church Road**

**Suite H**

**Elmhurst, Illinois 60126**

**630-832-6772**

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

Meeting of June 18, 2024

ACTION EXHIBIT NO. 17061

**SUBJECT: SEVEN-YEAR AGREEMENT WITH TRITON COLLEGE FULL-TIME ILLINOIS COUNCIL OF POLICE (ICOPS) 2024-2031**

**RECOMMENDATION:** That the Board of Trustees approve a seven-year Negotiated Agreement with ICOPS full-time officers, subject to terms and conditions per the attached Settlement Agreement. Changes include a first year hourly increase of \$2/hr to all existing members, except the senior officers who shall receive \$1.50/hr, and increases thereafter of 5.25% for each member, on July 1 of each year, for the following six (6) full years (FY26-FY31) of the Agreement. The initial effective date is July 1, 2024 and the Agreement shall expire June 30, 2031. The Negotiated Agreement between the parties was ratified by the ICOPS full-time bargaining unit membership by vote, on June 10, 2024.

**RATIONALE:** Negotiations between the Board of Trustees' negotiators and the Union officers resulted in a recommendation of a seven-year Negotiated Agreement, summarized as attached.

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*Sean Sullivan*

**Submitted to Board by:** \_\_\_\_\_  
Sean O'Brien Sullivan, Vice President of Business Services

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**Board Officers' Signatures Required:**

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

\_\_\_\_\_  
**Tracy Jennings  
Secretary**

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

Related forms requiring Board signature: Yes  No

**FULL-TIME POLICE NEGOTIATIONS**  
**Summary of Agreed upon Issues between the Parties:**  
**June 5, 2024**

Tentative Settlement Summary to the Collective Bargaining Agreement between the Board of Trustees and Triton College Full-Time Police Officers (ICOPS). By signing below, the parties agree that the items listed below are the totality of the agreed upon issues which serve as the joint settlement Agreement of the successor agreement to the CBA ending 6/30/2024 between the Full-Time Police Officers and Triton College. Final Language to follow.




Executed between the Parties on June 5, 2024. 3:00 PM

1. 7 Year agreement beginning July 1<sup>st</sup> 2024 – June 30<sup>th</sup> 2031 (7-year contract).
2. All members of the bargaining unit shall receive a \$2.00 per hour increase in the first year of the contract, except for the highest paid bargaining unit member, who will receive \$1.50 per hour increase in the first year effective July 1<sup>st</sup> 2024.
3. Thereafter, all existing bargaining unit members on July 1<sup>st</sup> of each successive year, July 1<sup>st</sup> 2025, July 1<sup>st</sup> 2026, July 1<sup>st</sup> 2027, July 1<sup>st</sup> 2028, July 1<sup>st</sup> 2029 and July 1<sup>st</sup> 2030 shall receive an increase in their annual rate of pay by 5.25%.
4. Officers satisfactorily completing probationary period shall receive an increase in pay in accordance with the terms and conditions of the negotiated agreement, effective July 1<sup>st</sup> 2024 that rate will be \$46,000.
5. Each year following, FY26-FY31, the probationary rate shall increase by 2.5%.
6. Effective July 1<sup>st</sup>, 2024, the starting pay will be set at \$40,000. Each year, following the starting pay shall increase by 2.5% each fiscal year.
7. Effective FY25, uniform allowance will increase from \$600.00 to \$700.00 annually. Payable to the employee, the week of July 1<sup>st</sup> or on the payroll immediately following. If the employee presents receipts expended in the prior fiscal year, such reimbursement will be made tax-free, subject to State and Federal regulations. If payment is not accompanied by paid receipts, it shall be paid through the payroll office and taxed as income.
8. All Holidays shall only be observed and recognized on the actual date of the holiday. They shall not roll over on to another date, regardless of what other units of the College may do.
9. Juneteenth will be added to the list of recognized holidays.
10. General election day will be added to the list of holidays only in years that are designated by State and Federal law.
11. The parties agree to contract language corrections/clean-up for sections 3.11, 3.12, 8.1, 8.5, 8.8, and 8.10.
12. Language shall be entered into the agreement clarifying the winter break time-off schedule that each officer must work at least two days between the 26<sup>th</sup> of December and the 30<sup>th</sup> of December or shall be required to utilize PTO (Subject to approval) for time off.

Raises are effective July 1<sup>st</sup> of each year.

Executed between the Parties on June 5<sup>th</sup>, 2024, at 3:00 PM

Full-Time Police UNION

  
\_\_\_\_\_  
 #352  
\_\_\_\_\_  
 #300  
\_\_\_\_\_

COLLEGE

  
\_\_\_\_\_  
 Colleen Rockwell  
\_\_\_\_\_  
\_\_\_\_\_

**Sean Sullivan**

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**Subject:** FW: Negotiation Dates

**From:** Illinois Council of Police (ICOPs) <info@icops.org>  
**Sent:** Monday, June 10, 2024 8:51 PM  
**To:** Sean Sullivan <seansullivan@triton.edu>; Daisy Herrera <dherrera@icops.org>  
**Cc:** Ms Amanda Drent <amandadrent@triton.edu>; Colleen Rockafellow <colleenrockafellow@triton.edu>  
**Subject:** Re: Negotiation Dates

This email did not originate from the Triton College email system.  
If the source looks suspicious, do not open attachments, click on links or provide your credentials.

Sean,

I am happy to report the agreement was ratified by the members.

Thank you,

Michael Kurotobi  
Staff Representative  
Illinois Council of Police (ICOPs)  
770 N. Church Rd. Suite H  
Elmhurst, IL 60126  
Office: (630) 832-6772  
Cell: (773) 330-5347  
Fax: (630) 832-6978

[Follow ICOPs on LinkedIn](#)

[Follow ICOPs on Instagram](#)

General email: [info@icops.org](mailto:info@icops.org)

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

Meeting of June 18, 2024

ACTION EXHIBIT NO. 17062

**SUBJECT: CERTIFICATE OF FINAL COMPLETION AND AUTHORIZATION OF FINAL PAYMENT FOR THE RESPIRATORY THERAPY– BUILDING H**

**RECOMMENDATION:** That the Board of Trustees approve the Certificate of Final Completion and Final Payment Application of \$25,574.80 for the Respiratory Therapy – Building H. The total project cost was \$152,500.

**RATIONALE:** Operations and Maintenance has reviewed the Certificate of Final Completion, Final Waiver of Lien, and recommends the Final Payment Application. The original total contract amount was \$163,900; the final project amount was \$152,500. The project came in \$11,400 below budget.

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*Sean Sullivan*

**Submitted to Board by:** \_\_\_\_\_  
Sean O'Brien Sullivan, Vice President of Business Services

---

**Board Officers' Signatures Required:**

---

**Mark R. Stephens**  
Chairman

---

**Tracy Jennings**  
Secretary

---

**Date**

Related forms requiring Board signature: Yes  No





# Certificate of Final Acceptance

**Project:**  
Respiratory Therapy -  
Building H  
Triton College  
2000 Fifth Ave.  
River Grove, IL 60171

**Architect:** ARCON Associates, Inc

**Contractor:**  
Edwin Anderson Construction Company  
252 James St.  
Bensenville, IL 60106

**Contract Date:** 8/10/2023

**Date of Issuance:** 2/23/2024

**Project or designated portion shall include:** Entire Project – no exceptions.

This is to certify that the work contained in the subject contract has been inspected by the parties listed below, that all punch list items have been completed, that the contractor has fulfilled all his contractual obligations, guarantees accepted and is hereby authorized to receive final payment in full, including all retainage.

### SIGNATURES

<b>Contractor</b>	Edwin Anderson Construction Company	By 	Date <u>2/23/24</u>
		Brian Thompson	
<b>Architect</b>	ARCON Associates, Inc.	By 	Date <u>25.02.24</u>
		Gaspare Pitrello	
<b>Owner</b>	Triton College	By 	Date <u>4.30.24</u>
		John Lambrecht	
<b>Owner</b>	Triton College	By _____	Date _____
		Mark R. Stephens Board Chairman	

**APPLICATION AND CERTIFICATION FOR PAYMENT**

AIA DOCUMENT G702

PAGE ONE OF

PAGES

TO OWNER Triton College  
2000 Fifth Avenue  
River Grove, IL 60171

PROJECT: Respiratory Therapy  
at Building H  
Triton College

APPLICATION NO: 3

Distribution to:

OWNER  
 ARCHITECT  
 CONTRACTOR

PERIOD TO: 02/28/24

FROM CONTRACTOR:  
Edwin Anderson Construction Company  
102 S. Fairbanks Street  
Addison, IL 60101

VIA ARCHITECT: Arcon Associates, Inc.  
2050 S. Finley Road  
Suite 40  
Lombard, IL 60148

PROJECT NOS: 23013

CONTRACT Respiratory Therapy - Building H

CONTRACT DATE: 09/20/23

**CONTRACTOR'S APPLICATION FOR PAYMENT**

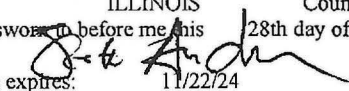
Application is made for payment, as shown below, in connection with the Contract.  
Continuation Sheet, AIA Document G703, is attached.

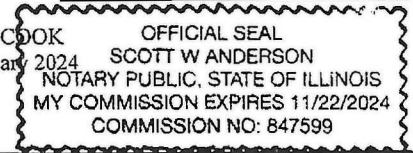
The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

1. ORIGINAL CONTRACT SUM	\$	163,900.00
2. Net change by Change Orders	\$	(11,400.00)
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	152,500.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	152,500.00
5. RETAINAGE:		
a. 0% % of Completed Work (Column D + E on G703)	\$	0.00
b. 0% % of Stored Material (Column F on G703)	\$	0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703)		0.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	152,500.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	126,925.20
8. CURRENT PAYMENT DUE	\$	25,574.80
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	0.00

CONTRACTOR:

By:  Date: 02/28/24

State of: ILLINOIS County of: COOK  
Subscribed and sworn to before me this 28th day of February 2024  
Notary Public:   
My Commission expires: 11/22/24



**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 25,574.80

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By:  Date: 05.02.24

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total approved this Month	\$0.00	(\$11,400.00)
TOTALS	\$0.00	(\$11,400.00)
NET CHANGES by Change Order	(\$11,400.00)	



5/24/24  
PO B8466

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

Meeting of June 18, 2024

ACTION EXHIBIT NO. 17063

**SUBJECT: CERTIFICATE OF FINAL COMPLETION AND AUTHORIZATION OF FINAL PAYMENT FOR THE WALK IN FREEZER / COOLER REPLACEMENT- BUILDING B**

**RECOMMENDATION:** That the Board of Trustees approve the Certificate of Final Completion and Final Payment Application of \$47,507.79 for the Cafeteria Walk In Freezer / Cooler Replacement – Building B. The total project cost was \$193,485.

**RATIONALE:** Operations and Maintenance has reviewed the Certificate of Final Completion, Final Waiver of Lien, and recommends the Final Payment Application. The original total contract amount was \$224,000; the final project amount was \$193,485. The project came in \$30,515 below budget.

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*Sean Sullivan*

**Submitted to Board by:** \_\_\_\_\_  
Sean O'Brien Sullivan, Vice President of Business Services

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**Board Officers' Signatures Required:**

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**Mark R. Stephens**  
Chairman

---

**Tracy Jennings**  
Secretary

---

**Date**

Related forms requiring Board signature: Yes  No

# Certificate of Final Acceptance

**Project:**  
Walk-in Cooler Re-Bid  
Building B  
Triton College  
2000 Fifth Ave.  
River Grove, IL 60171

**Architect:** ARCON Associates, Inc

**Contractor:**  
Construction Inc.  
2 E 22<sup>nd</sup> Street  
Lombard, Illinois 60148

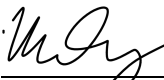

**Contract Date:** 3/16/2023

**Date of Issuance:** 2/23/2024

**Project or designated portion shall include:** Entire Project – no exceptions.

This is to certify that the work contained in the subject contract has been inspected by the parties listed below, that all punch list items have been completed, that the contractor has fulfilled all his contractual obligations, guarantees accepted and is hereby authorized to receive final payment in full, including all retainage.

## SIGNATURES

<b>Contractor</b>	Construction Inc.	By  _____	<b>Date</b>	5.20.24 _____
		Matt Cosenza		
<b>Architect</b>	ARCON Associates, Inc.	By  _____	<b>Date</b>	May 20, 2024 _____
		Gaspare Pitrello		
<b>Owner</b>	Triton College	By  _____	<b>Date</b>	5/24/24 _____
		John Lambrecht		
<b>Owner</b>	Triton College	By _____	<b>Date</b>	_____
		Mark R. Stephens Board Chairman		



# APPLICATION AND CERTIFICATE FOR PAYMENT

**TO OWNER:**  
 Triton College  
 c/o Gaspare Pitrello  
 ARCON ASSOCIATES  
 2050 South Finley Road, Suite 40  
 Lombard, Illinois 60148

**PROJECT:**  
 WALK-IN FREEZER/COOLER REPLACEMENT  
 BUILDING B  
 2000 Fifth Avenue  
 River Grove, IL 60171

**APPLICATION NO:** 002  
**PERIOD TO:** 03/31/2024  
**PROJECT NOS.:** 1280001

Distribution to:  
 OWNER  
 ARCHITECT  
 CONTRACTOR  
 FIELD  
 OTHER

**FROM CONTRACTOR:**  
 Construction Inc.  
 449 Eisenhower Ln S  
 Lombard, IL 60148

**VIA ARCHITECT:**  
 A R C O N Associates, Inc.  
 2050 south finley road, suite 40  
 lombard, illinois 60148

**CONTRACT DATE:** 03/24/2023

**CUSTOMER CONTRACT ID:**

**DESCRIPTION:**

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for Payment, as shown below, in connection with the Contract Continuation Sheet.

<b>1. ORIGINAL CONTRACT SUM</b> .....	\$ 224,000.00
<b>2. Net change by Change Orders</b> .....	\$ (30,515.00)
<b>3. CONTRACT SUM TO DATE</b> (Line 1 + 2) .....	\$ 193,485.00
SCHEDULE OF VALUE .....	\$ 193,485.00
<b>4. TOTAL COMPLETED &amp; STORED TO DATE</b> .....	\$ 193,485.00
<b>5. RETAINAGE:</b>	
a. 0.00% of Completed Work (Columns D + E)	\$ 0.00
b. 0.00% of Stored Material (Column F)	\$ 0.00
Total Retainage (Line 5a + 5b) .....	\$ 0.00
<b>6. TOTAL EARNED LESS RETAINAGE</b> .....	\$ 193,485.00
<b>7. LESS PREVIOUS APPLICATIONS FOR PAYMENTS</b> .....	\$ 145,977.21
<b>8. CURRENT PAYMENT DUE</b> .....	\$ 47,507.79
<b>9. BALANCE TO FINISH, INCLUDING RETAINAGE</b> .....	0.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner:	0.00	0.00
Total approved this Month:	0.00	(30,515.00)
<b>TOTALS:</b>	0.00	(30,515.00)
<b>NET CHANGES by Change Order:</b>		(30,515.00)

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been complete in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Construction Inc.

By: [Signature] Date: 4/26/24

**Matt Cosenza / Project Manager**

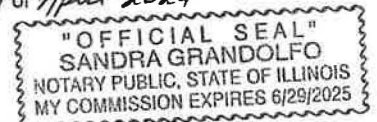
State of: Illinois County of: DuPage

Subscribed and sworn to before me this 26<sup>th</sup> day of April 2024

Notary Public:

My Commission expires:

[Signature]



## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and that the Contractor is entitled to payment of the AMOUNT CERTIFIED.

**AMOUNT CERTIFIED** .....

\$ 47,507.79

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT: A R C O N Associates, Inc.

By: [Signature] Date: May 13, 2024

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

[Signature]

5/24/24  
 PO B8486

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

Meeting of June 18, 2024

ACTION EXHIBIT NO. 17064

**SUBJECT: CERTIFICATE OF FINAL COMPLETION AND AUTHORIZATION OF  
FINAL PAYMENT FOR TOWER & PUMPS REPLACEMENT –  
BUILDINGS F & G**

**RECOMMENDATION:** That the Board of Trustees approve the Certificate of Final  
Completion and Final Payment Application of \$24,355.57 for the Tower & Pumps Replacement  
– Buildings F & G. The total project cost was \$436,096.39.

**RATIONALE:** Operations and Maintenance has reviewed the Certificate of Final Completion,  
Final Waiver of Lien, and recommends the Final Payment Application. The original total  
contract amount was \$437,800; the final project amount was \$436,096.39. The project came in  
\$1,703.61 below budget.

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*Sean Sullivan*

**Submitted to Board by:** \_\_\_\_\_  
Sean O'Brien Sullivan, Vice President of Business Services

---

**Board Officers' Signatures Required:**

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**Mark R. Stephens**  
Chairman

---

**Tracy Jennings**  
Secretary

---

**Date**

Related forms requiring Board signature: Yes  No

# Certificate of Final Acceptance

**Project:**  
Tower & Pumps Replacements  
Buildings F & G  
Triton College  
2000 Fifth Ave.  
River Grove, IL 60171

**Architect:** ARCON Associates, Inc

**Contractor:**  
C. Acitelli Heating & Piping Contractors, Inc.  
813 South Villa Avenue  
Villa Park, Illinois 60181

**Contract Date:** 8/10/2023

**Date of Issuance:** 5/21/2024

**Project or designated portion shall include:** Entire Project – no exceptions.

This is to certify that the work contained in the subject contract has been inspected by the parties listed below, that all punch list items have been completed, that the contractor has fulfilled all his contractual obligations, guarantees accepted and is hereby authorized to receive final payment in full, including all retainage.

## SIGNATURES

**Contractor** C. Acitelli Htg & Piping Contractors, Inc. **By** Charles Acitelli, Jr. **Date** 5/22/2024  
Charlie Acitelli

**Architect** ARCON Associates, Inc. **By** Gaspare Pitreth **Date** May 21, 2024  
Gaspare Pitreth

**Owner** Triton College **By** John Lambrecht **Date** 5/24/24  
John Lambrecht

**Owner** Triton College **By** \_\_\_\_\_ **Date** \_\_\_\_\_  
Mark R. Stephens  
Board Chairman

# APPLICATION AND CERTIFICATE FOR PAYMENT AIA DOCUMENT G702

TO OWNER: Triton College  
2000 North Fifth Avenue  
River Grove, Illinois 60171

PROJECT: Tower & Pumps Replacements  
Buildings F & G  
2000 North Fifth Avenue  
River Grove, Illinois 60171

APPLICATION NO.: 5

PERIOD TO: 05/31/2024

Distribution to:

- OWNER  
 CON. MGR.  
 ARCHITECT  
 CONTRACTOR  
 FIELD  
 OTHER

FROM CONTR.:  
C. Acitelli Heating & Piping Contractors, Inc.  
813 S. Villa Ave., Villa Park, IL 60181  
CONTRACT FOR: HVAC

VIA ARCHITECT:  
ARCON Associates, Inc.  
2050 South Finley Road, Suite 40  
Lombard, Illinois 60148

CONTRACT DATE: 08/20/2023

PROJECT NOS.: 23056

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment as shown below, in connections with the Contract. Continuation Sheet, AIA Document G703, is attached.

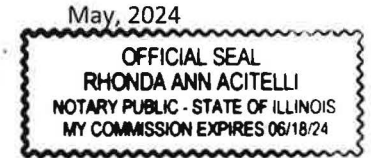
1. ORIGINAL CONTRACT SUM .....	\$	437,800.00
2. NET CHANGES IN THE WORK .....	\$	(1,703.61)
3. CONTRACT SUM TO DATE (LINE 1 ± 2) .....	\$	436,096.39
4. TOTAL COMPLETED & STORED TO DATE .....	\$	436,096.39
<i>(column G on G703)</i>		
5. RETAINAGE:		
a. 0% of Completed Work	\$	-
b. 10% of Stored Material	\$	-
Total Retainage (Line 5a + 5b or Total in Column I of G703)	\$	-
6. TOTAL EARNED LESS RETAINAGE .....	\$	436,096.39
<i>(Line 4 less Line 5 Total)</i>		
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT .....	\$	411,740.82
<i>(Line 6 from prior Certificates)</i>		
8. CURRENT PAYMENT DU .....	\$	24,355.57
9. BALANCE TO FINISH, INCLUDING RETAINAGE .....	\$	-
<i>(Line 3 less Line 6)</i>		

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and the current payment shown herein is now due.  
CONTRACTOR:

By: *Charles Acitelli* Date: 5/20/2024

State of: Illinois  
County of: DuPage  
Subscribed and sworn to before  
me this 20th day of

Notary Public: *Rhonda Ann Acitelli*  
My Commission Expires: 6/18/2024



## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

### AMOUNT CERTIFIED

\$ 24,355.57

*(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)*

ARCHITECT:

By: *Janet P. H.* Date: May 21, 2024

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

SUMMARY OF CHANGES IN THE WORK	ADDITIONS	DEDUCTIONS
Total Changes approved in previous months by Owner		\$ 4,388.61
Total approved this Month INCLUDING		
Construction Change Directives	\$ 2,685.00	
TOTALS	\$ 2,685.00	\$ 4,388.61
NET CHANGES IN THE WORK	\$	(1,703.61)

*[Signature]*

5/24/24  
PO B8743



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

Meeting of June 18, 2024

ACTION EXHIBIT NO. 17065

**SUBJECT: CERTIFICATE OF FINAL COMPLETION AND AUTHORIZATION OF FINAL PAYMENT FOR THE CHILDCARE PLAYGROUND RENOVATIONS – BUILDING G**

**RECOMMENDATION:** That the Board of Trustees approve the Certificate of Final Completion and Final Payment Application of \$12,850 for the Childcare Playground Renovations – Building G. The total project cost was \$128,500.

**RATIONALE:** Operations and Maintenance has reviewed the Certificate of Final Completion, Final Waiver of Lien, and recommends the Final Payment Application. The original total contract amount was \$134,200; the final project amount was \$128,500. The project came in \$5,700 below budget.

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*Sean Sullivan*

**Submitted to Board by:** \_\_\_\_\_  
Sean O'Brien Sullivan, Vice President of Business Services

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**Board Officers' Signatures Required:**

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**Mark R. Stephens**  
Chairman

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**Tracy Jennings**  
Secretary

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**Date**

Related forms requiring Board signature: Yes  No

# Certificate of Final Acceptance

Project:  
Childcare Playground  
Renovations –  
Building G  
Triton College  
2000 Fifth Avenue  
River Grove, IL 60171

Architect: ARCON Associates, Inc

Contractor:  
Edwin Anderson Construction Company  
102 South Fairbank Street  
Addison, Illinois 60101


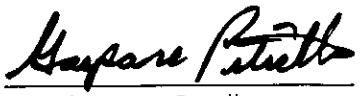
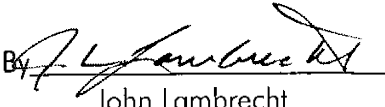
Contract Date: 11/14/23

Date of Issuance: 5/22/2024

Project or designated portion shall include: Entire Project – no exceptions.

This is to certify that the work contained in the subject contract has been inspected by the parties listed below, that all punch list items have been completed, that the contractor has fulfilled all his contractual obligations, guarantees accepted and is hereby authorized to receive final payment in full, including all retainage.

## SIGNATURES

Contractor	Edwin Anderson Construction Company	By  Brian Thompson	Date <u>5/23/24</u>
Architect	ARCON Associates, Inc.	By  Gaspare Pitrello	Date <u>May 22, 2024</u>
Owner	Triton College	By  John Lambrecht	Date <u>5/24/24</u>
Owner	Triton College	By _____ Mark R. Stephens Board Chairman	Date _____

TO OWNER Triton College  
2000 Fifth Avenue  
River Grove, IL 60171

PROJECT: Playground Renovations  
at Building G  
Triton College

APPLICATION NO: 3

Distribution to:

OWNER  
 ARCHITECT  
 CONTRACTOR

PERIOD TO: 05/31/24

FROM CONTRACTOR:  
Edwin Anderson Construction Company  
102 S. Fairbanks Street  
Addison, IL 60101

VIA ARCHITECT: Arcon Associates, Inc.  
2050 S. Finley Road  
Suite 40  
Lombard, IL 60148

PROJECT NOS: 23105

CONTRACT Playground Reno @ Bldg G

CONTRACT DATE: 11/14/2023

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

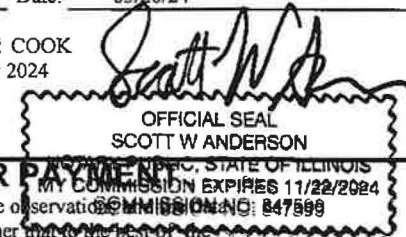
The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

1. ORIGINAL CONTRACT SUM	\$	134,200.00
2. Net change by Change Orders	\$	(5,700.00)
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$	128,500.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	128,500.00
5. RETAINAGE:		
a. 0% % of Completed Work (Column D + E on G703)	\$	0.00
b. 0% % of Stored Material (Column F on G703)	\$	0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703)		0.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	128,500.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	115,650.00
8. CURRENT PAYMENT DUE	\$	12,850.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	0.00

CONTRACTOR:

By:  Date: 05/20/24

State of: ILLINOIS County of: COOK  
Subscribed and sworn to before me this 20th day of May 2024  
Notary Public:  
My Commission expires: 11/22/24



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 12,850.00

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)  
ARCHITECT:

By:  Date: May 21, 2024

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total approved this Month	\$0.00	(\$5,700.00)
TOTALS	\$0.00	(\$5,700.00)
NET CHANGES by Change Order	(\$5,700.00)	



5/24/24  
PO B8642

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

Meeting of June 18, 2024

ACTION EXHIBIT NO. 17066

**SUBJECT: CERTIFICATE OF FINAL COMPLETION AND AUTHORIZATION OF FINAL PAYMENT FOR THE R221 RENOVATION PROJECT**

**RECOMMENDATION:** That the Board of Trustees approve the Certificate of Final Completion and Final Payment Application of \$17,658.77 for the R221 Renovation Project. The total project cost was \$340,605.35.

**RATIONALE:** Operations and Maintenance has reviewed the Certificate of Final Completion, Final Waiver of Lien, and recommends the Final Payment Application. The original total contract amount was \$381,700; the final project amount was \$340,605.35. The project came in \$41,094.65 below budget.

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*Sean Sullivan*

**Submitted to Board by:** \_\_\_\_\_  
Sean O'Brien Sullivan, Vice President of Business Services

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**Board Officers' Signatures Required:**

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**Mark R. Stephens**  
Chairman

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**Tracy Jennings**  
Secretary

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**Date**

Related forms requiring Board signature: Yes  No

# Certificate of Final Acceptance

**Project:**  
Renovations & Abatement in R221  
Building R  
Triton College  
2000 Fifth Ave.  
River Grove, IL 60171

**Architect:** ARCON Associates, Inc

**Contractor:**  
F.H. Paschen, S.N. Nielson & Associates, LLC  
5515 North East River Road  
Chicago, IL 60656

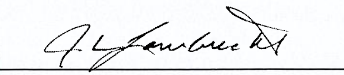
**Contract Date:** 8/10/2023

**Date of Issuance:** 11/24/2023

**Project or designated portion shall include:** Entire Project – no exceptions.

This is to certify that the work contained in the subject contract has been inspected by the parties listed below, that all punch list items have been completed, that the contractor has fulfilled all his contractual obligations, guarantees accepted and is hereby authorized to receive final payment in full, including all retainage.

## SIGNATURES

<b>Contractor</b>	F.H. Paschen	By 	Date <u>2/7/24</u>
		Jake Oostema	
<b>Architect</b>	ARCON Associates, Inc.	By 	Date <u>2/23/2024</u>
		Gaspare Pitrello	
<b>Owner</b>	Triton College	By 	Date <u>4/30/2024</u>
		John Lambrecht	
<b>Owner</b>	Triton College	By _____	Date _____
		Mark R. Stephens Board Chairman	



TO OWNER/CLIENT:  
Triton College  
2000 Fifth Ave.  
River Grove, Illinois 60171

PROJECT:  
Triton College Building R Abatement and  
Renovation  
2000 N 5th Ave.  
River Grove, Illinois 60171

APPLICATION NO: 4  
INVOICE NO: 4  
PERIOD: 12/01/23 - 02/29/24  
PROJECT NO: 4769  
CONTRACT DATE:

FROM CONTRACTOR:  
F.H. Paschen, S.N. Nielsen & Associates LLC  
5515 North East River Road  
Chicago, Illinois 60656

VIA ARCHITECT/ENGINEER:  
Jessica Potempa (Arcon Associates, Inc.)

CONTRACT FOR: Triton Building R Abatement and Renovation  
CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1. Original Contract Sum	\$ 381,700.00
2. Net change by change orders	(\$41,094.65)
3. Contract sum to date (line 1 ± 2)	\$ 340,605.35
4. Total completed and stored to date (Column G on detail sheet)	\$ 340,605.35
5. Retainage:	
a. 0.00% of completed work:	\$ 0.00
b. 0.00% of stored material:	\$ 0.00
Total retainage (Line 5a + 5b or total in column I of detail sheet)	\$ 0.00
6. Total earned less retainage (Line 4 less Line 5 Total)	\$ 340,605.35
7. Less previous certificates for payment (Line 6 from prior certificate)	\$ 322,946.58
8. Current payment due:	\$ 17,658.77
9. Balance to finish, including retainage (Line 3 less Line 6)	\$ 0.00

The undersigned certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract documents, that all amounts have been paid by the Contractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

CONTRACTOR: F.H. Paschen, S.N. Nielsen & Associates LLC

By:  \_\_\_\_\_ Date: 2/29/24

State of: IL  
County of: Cook

Subscribed and sworn to before me this 29th day of FEB '24

Notary Public:  \_\_\_\_\_  
My commission expires: 4-3-28



ARCHITECT'S/ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on the on-site observations and the data comprising this application, the Architect/Engineer certifies to the Owner/Client that to the best of the Architect's/Engineer's knowledge, information and belief that Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$ 17,658.77

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to confirm to the amount certified)

ARCHITECT/ENGINEER:  
By:  \_\_\_\_\_ Date: Apr. 25, 2024

This certificate is not negotiable. The amount certified is payable only to the contract named herein. Issuance, payment and acceptance of payment are without prejudice to the rights of the Owner/Client or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	\$ 0.00	\$ 0.00
Total approved this Month:	\$ 0.00	(\$41,094.65)
Totals:	\$ 0.00	( \$41,094.65)
Net change by change orders:	(\$41,094.65)	



5/01/2024  
PO B8502

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

Meeting of June 18, 2024

ACTION EXHIBIT NO. 17067

**SUBJECT: PROFESSIONAL SERVICES AGREEMENT WITH DORGAN,  
BUTCHER & PHELPS LLC**

**RECOMMENDATION:** That the Board of Trustees approve an extension of the Professional Services Agreement with Dorgan, Butcher & Phelps LLC to provide state legislative and funding assistance; to review and monitor legislation before the Illinois General Assembly beneficial or harmful to Triton College. This extension will run from July 1, 2024 through June 30, 2027, unless terminated by either party upon thirty (30) days written notice. Terms may be extended annually by mutual agreement of the authorized agents of both parties via electronic mail. There is no increase in cost to the College for this extension which will remain at \$36,000 for each twelve (12) months of the Agreement. Fees will be paid on a monthly basis in the amount of \$3,000 per month as invoiced.

**RATIONALE:** Dorgan, Butcher & Phelps LLC provides quality legislative consulting services to Triton College. Their bipartisan relationships and geographic diversity continue to be of substantial legislative benefit to the College.

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*Sean Sullivan*

**Submitted to Board by:** \_\_\_\_\_  
Sean O'Brien Sullivan, Vice President of Business Services

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**Board Officers' Signatures Required:**

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**Mark R. Stephens**  
Chairman

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**Tracy Jennings**  
Secretary

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**Date**

Related forms requiring Board signature: Yes  No



Agreement Between Triton College and Independent Contractor

Start date: 7/1/27
Maximum value: \$ 36,000/year

This Agreement made this 1st day of July, 2024, between Community College District No. 504 (hereinafter referred to as "Triton College"), located at 2000 Fifth Ave., River Grove, Ill. 60171 and Independent Contractor Dorgan, Butcher & Phelps LLC (hereinafter referred to as "Independent Contractor"), located at 216 Broadway, Springfield, IL 62701.

In consideration of the mutual promises of the parties hereinafter specified, it is agreed by the parties as follows:

- 1. Independent Contractor shall perform the following services under this Agreement: provide lobbying and legislative assistance before the Illinois General Assembly, Illinois departments, agencies and commissions.
2. The location of the services to be performed shall be at the Triton College Campus, (building and room number), 2000 Fifth Ave., River Grove, Ill.; or off-campus location, as assigned.
3. Independent Contractor shall perform the services on: date(s) 7/1/24 to 6/30/27 and time(s) PM to PM.
4. Triton College agrees to pay to Independent Contractor the amount of \$ 3,000/month, which shall be paid within 60\* days of receipt of accurate and detailed invoices of all work performed, with a narrative of work completed as requested.
5. Independent Contractor agrees to hold harmless and indemnify Triton College, its officers, agents, trustees and employees against any losses, damages, judgments, claims, expenses, costs and liabilities imposed upon or incurred by or asserted against Triton College, its officers, agents, trustees or employees including reasonable attorneys fees and expenses arising out of the acts or omissions of Independent Contractor, its officers, agents or employees under this Agreement.
6. Independent Contractor shall perform its obligations under this Agreement as an independent contractor and shall not be considered an employee of Triton College for any purpose.
7. Independent Contractor assumes full responsibility for the payment of all federal, state or local taxes incurred by Independent Contractor as a result of this Agreement.
8. This Agreement is executed by an authorized representative of Triton College in the representative's official capacity only and the representative shall have no personal liability under this Agreement.
9. Independent Contractor represents that it possesses all professional or business licenses required by law, if any, and all qualifications necessary to fully perform its obligations hereunder in accordance with accepted industry standards and agrees to perform in accordance with accepted industry standards.
10. In no event shall Triton College be liable for any incidental, indirect, special or consequential damages, including, but not limited to, loss of use, revenue, profit or savings.
11. This Agreement shall be governed by and construed in accordance with the substantive laws of the State of Illinois regardless of any "conflict of laws" provision.
12. Independent Contractor, pursuant to 720 ILCS 5/33E-11 as amended, hereby certifies that neither it nor any of its partners, officers or owners has been convicted in the past five years of the offense of bid rigging under 720 ILCS 5/33E-3 as amended; that neither it nor any of its partners, officers or owners has ever been convicted of the offense of bid rotating under Section 720 ILCS 5/33E-4 as amended; and that neither it nor any of its partners, officers or owners have ever been convicted of bribing or attempting to bribe an officer or employee of the State of Illinois, or has made an admission of guilt of such conduct which is a matter of record.
13. Independent Contractor does not discriminate on the basis of race, color, religion, creed, sex, national origin, ancestry, age, marital status, physical or mental handicap or an unfavorable discharge from military service or any other basis prohibited by law in the hiring, employment, promotion or training of personnel.
14. Independent Contractor certifies that it maintains a written sexual harassment policy in conformance with 775 ILCS 5/2-105.
15. If Independent Contractor has more than 25 employees, Independent Contractor certifies that it provides a drug free workplace in compliance with the Drug Free Workplace Act, 30 ILCS 580/1 et.seq.
16. Independent Contractor shall maintain liability and WC insurance in minimum limits of \$2,000,000 per occurrence and \$5,000,000 in the aggregate with a waiver of subrogation and shall name Triton College, District No. 504, its affiliates, officers, directors, trustees, volunteers, employees, and students as additional insured on a Primary and Non-Contributory basis on a separate endorsement.
17. The instruction rendered by the Independent Contractor under this Agreement shall not in any manner be used towards attaining tenure or seniority as a faculty member employed by Triton College.
18. Time is of the essence of this Agreement.
19. The use of the word "it" in this Agreement shall include the feminine or masculine, and the singular and plural, in reference to the parties to this Agreement.
20. Assignment of this Agreement or assignment of any right or obligation contained herein by Independent Contractor is strictly prohibited.
21. Triton College, as an entity and on behalf of its employees, agents, and students, claims any and all governmental immunity as may be established by or set forth under Federal or Illinois law, rule or regulation.
22. There are 1 two-page Riders to this Agreement. This Agreement and any riders attached hereto constitute the entire Agreement of the parties, and there are no other Agreements, representations or understanding, or written instruments between the parties with respect to the subject of this Agreement.
23. Any provision hereof which is construed by a court of competent jurisdiction to be illegal or unenforceable shall be reduced to the maximum time, area or scope necessary to render such clause legal and enforceable, or if same is incapable of being so reduced, such clause shall be deemed severed here from and shall not affect or impair the operability of any other provision of this Agreement.
24. Either party may terminate the Agreement upon written notice to the other party with or without cause. In the event of termination by either party, the balance due shall be determined based upon work performed and approved by the College, in writing, prior to the effective date of termination. In the event of partial work, whether based upon days of work or project completion, any amount due shall be prorated based upon the percentage of the approved work completed prior to the effective date of termination.

In witness whereof, the parties have executed this Agreement upon the day and year first above written.

(PRINT OR TYPE ONLY)

Sean Sullivan, VP of Business Services
Community College District No. 504 (Triton College) Representative\*
Administrator
Dean
Vice President
Other

Dorgan, Butcher & Phelps LLC
Independent Contractor
Jack Dorgan
Signature
216 Broadway, Springfield, IL 62701
Address
217-544-6500
Telephone
82-2715655
Social Security no. or FEIN
jack@dbpteam.com
Email address



Rider to  
The Agreement between Triton College and Independent Contractor  
Dorgan, Butcher & Phelps LLC

\*\*The Agreement will extend from July 1, 2024 until June 30, 2027, unless terminated by either party upon 30 days written notice; its terms may be extended annually by mutual agreement of the authorized agents of both parties via electronic mail.

LETTER OF AGREEMENT

1. Scope of Engagement: Consultant hereby agrees to review and monitor legislation before the Illinois General Assembly which it considers or is advised, is of interest to the Client; to represent the Client before the Illinois General Assembly and State agencies, as well as committees of both the General Assembly and the Executive Branch with regard to legislation or other activity of interest to the Client; to meet with the Client's assigned legislative coordinator; to consult with authorized persons regarding the status of relevant legislation work or other activity of interest or concern to the client; and other services which may be mutually agreed upon by the parties herein.

2. Reporting: Consultant will provide written reports on Consultant's activities, progress, accomplishments, and/or any difficulties confronted during the Term as agreed to by the parties. Consultant will make itself available to meet with Client upon client's reasonable request to discuss progress and strategy related to the Services.

3. Expenses/Costs: Client will be required to pay all charges that Consultant incurs in the course of this representation, and will be responsible for reimbursing Consultant for any actual costs advanced on the Client's behalf. These charges include, but are not limited to, travel, airfare, lodging, meals, transportation, parking, automobile rental, copying, and lobbyist registration and compliance for Client and/or Consultant (if necessary). Client will not be responsible for any charge unless it has previously approved such expense.

4. Manner of Payment: Invoices will be submitted electronically to Client at email address provided by Client ([ap@triton.edu](mailto:ap@triton.edu)) unless otherwise directed by Client. Client will submit payment by bank draft (check).

5. Status as Independent Contractor: This Agreement shall not constitute, create or otherwise imply an employment, joint venture, partnership, agency or similar arrangement, and nothing contained herein shall be construed as providing for the sharing of profits or losses arising from the efforts of the parties hereto. Each party to this Agreement shall act as an independent contractor, and neither party shall have the power to act for or bind the other party except as expressly provided for herein. Consultant shall collaborate with Client on the performance of Services but shall assume sole responsibility for determining the manner and means of performance hereunder.

a. Ineligible for Employee Benefits: Consultant shall not be eligible for any benefit available to employees of Client, including, without limitation, workers compensation insurance,

state disability insurance, unemployment insurance, group health and life insurance, vacation pay, sick pay, severance pay, bonus plans, pension plans, savings plans and the like.

b. Payroll Taxes: No income, social security, state disability or other federal or state payroll tax will be deducted from payments made to Consultant under this Agreement. Consultant agrees to pay all state and federal taxes and other levies and charges due on account of monies paid to Consultant hereunder.

6. Proprietary Information: Consultant acknowledges that it may have access to and become acquainted with confidential and other information proprietary to Client including, but not limited to, information concerning Client's operation, customers, business and financial condition, and business strategies, as well as information with respect to which Client has an obligation to maintain confidentiality (collectively referred to herein as "Proprietary Information"). Client agrees to identify Proprietary Information which must be kept confidential and Consultant hereby agrees not to disclose to anyone, or to use or let others access, for any purpose whatsoever, any Proprietary Information acquired in the course of performing under this Agreement without prior authorization from Client.

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

Meeting of June 18, 2024

ACTION EXHIBIT NO. 17068

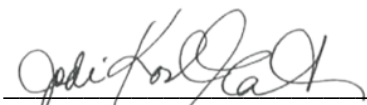
**SUBJECT: S.E.E.D. STUDENT COMMUNITY EMPLOYMENT EXPERIENCE:  
DA VALLEY RESCUE MINISTRY/CHRISTIAN VALLEY BAPTIST  
CHURCH**

**RECOMMENDATION:** That the Board of Trustees approve a S.E.E.D. (Skill Enhancement and Employee Development) Program Community Work Experience Partnership Agreement with the following organization: DA Valley Rescue Ministry/Christian Valley Baptist Church in Chicago, IL. Student compensation, if any, is at the discretion of the employer. The Agreement shall renew annually, unless cancelled by either party. In the event the Agreement is not renewed, students who are participating in the employment experiences at the time of expiration shall be allowed to complete such assignment under the terms and conditions set forth therein. The employer will work with Triton enrolled S.E.E.D. students at no cost to the College.

**RATIONALE:** The S.E.E.D. program requires 120 hours of classroom instruction, 30 hours of an on-campus employment experience, and 75 hours of off-campus community employment experience for students to complete the program and receive a certificate from Triton College's School of Continuing Education.

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**Submitted to Board by:**



Dr. Jodi Koslow Martin, VP of Enrollment Mgt & Student Affairs

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**Board Officers' Signatures Required:**

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**Mark R. Stephens  
Board Chairman**

**Tracy Jennings  
Secretary**

**Date**

Related forms requiring Board signature: Yes  No

**TRITON COLLEGE SCHOOL OF CONTINUING EDUCATION AND CENTER FOR ACCESS AND  
ACCOMMODATIVE SERVICES (CAAS)**

**S.E.E.D. Program Community Work Experience Partner Agreement**

This partnership is for the sole and limited purpose of providing employment skills training to students enrolled in Triton's Skill Enhancement and Employee Development (S.E.E.D.) program under the auspices of DA Valley Rescue (hereinafter "Employer Partner"). There shall be no cost, fee, or remuneration associated with this Agreement. Ministry of Christian Valley Baptist Church

Triton and Employer Partner shall each maintain in force for the duration of this Agreement comprehensive liability insurance with limits of \$2/\$5 million. Proof of insurance shall be made available upon request. Each party agrees to hold harmless and indemnify the other, its officers, agents, trustees and employees against any losses, damages, judgments, claims, expenses, costs and liabilities imposed upon or incurred by or asserted against the party, its officers, agents, trustees or employees, including reasonable attorneys' fees and expenses, arising out of the acts or omissions of the other party, its officers, agents or employees, under this Agreement. Either party may terminate this agreement by providing written notice signed by the authorized agent. In the event of termination, every effort shall be made to allow participating students to complete their work assignment.

Employer Partner shall:

- Provide the student with a 75-hour on-site work experience within from January, 2024 until December, 2024. This Agreement shall automatically renew for successive one (1) year terms unless terminated as provided above.
- Orient the student to the operation, to appropriate employees, and to the tasks and roles expected.
- Designate a qualified person to supervise the student's time, activities, and learning, provide any needed accommodations, and evaluate the student's performance.
- Complete and submit required documentation to CAAS by the deadline, including agreed-upon skill goals and learning objectives, work hours and attendance, and student evaluation and feedback forms.
- Contact the Coordinator of the S.E.E.D. program should a problem arise with a student.
- Not discriminate on the basis of race, color, religion, sex, national origin, ancestry, age, marital status, physical or mental handicap, an unfavorable discharge from military service, or any other factor as prohibited by law. Employer certifies that it is an equal opportunity employer, maintains a sexual harassment and Drug Free Workplace policy.

Triton shall:

- Assume responsibility for any necessary approval by the Illinois Community College Board.
- Maintain responsibility for student grading.
- Advise students of the requirement to observe policies, procedures, and other regulations imposed by Employer.
- Comply with the removal of a student from the work site if, after a conference, it is the reasonable opinion of the Employer Partner that the student's performance or conduct is inappropriate for the work environment.

**FOR EMPLOYER:**

DA Valley Rescue / Christian Valley Baptist  
Ministry of Christian Valley Baptist Church  
NAME: Edwarda Betts  
1237 S. Homan Ave.  
Chicago, IL 773-824-5387  
TITLE: Supervisor  
DATE: 5/20/24 773-769-4417

**FOR TRITON COLLEGE, in an official capacity only:**

\_\_\_\_\_  
Mark R. Stephens, Chairman  
\_\_\_\_\_  
Tracy Jennings, Secretary  
DATE: \_\_\_\_\_

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

Meeting of June 18, 2024

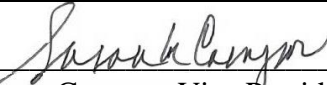
ACTION EXHIBIT NO. 17069

**SUBJECT: CHILD DEVELOPMENT CENTER TUITION INCREASE**

**RECOMMENDATION:** That the Board of Trustees approve a request to implement a tuition increase for services provided at the Triton College Child Development Center (CDC), located in building G, beginning July 1, 2024. The current tuition rates at the CDC are very competitive when comparing them to other childcare services in the surrounding areas. The current tuition rate for Preschool enrollment is \$230 per week. The proposed increase for Preschool enrollment is \$253 per week. The current tuition rate for all Toddler enrollments is \$240 per week. The proposed increase for Older Toddlers (2.5 – 3.5 yrs. old) is \$264 per week and \$284 per week for Younger Toddlers (15 mos. – 2.5 yrs. old).

**RATIONALE:** Implementing a 10% tuition increase to Preschool and Older Toddler enrollments, and a 15% tuition increase to Younger Toddler enrollments, will still keep rates competitive within the community, yet will allow the Center to continue to provide competitive salaries for high quality employees while also generating modest revenue.

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**Submitted to Board by:**   
Dr. Susan Campos, Vice President of Academic Affairs

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**Board Officers' Signatures Required:**

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**Mark R. Stephens**  
**Board Chairman**

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**Tracy Jennings**  
**Secretary**

---

**Date**

Related forms requiring Board signature: Yes  No

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

Meeting of June 18, 2024

ACTION EXHIBIT NO. 17070

**SUBJECT: TRITON TUTORING SERVICES AT OAK PARK COMMUNITY RECREATION CENTER**

**RECOMMENDATION:** That the Board of Trustees approve an Agreement with the Park District of Oak Park (PDOP) to offer tutoring services for children in 6<sup>th</sup> – 12<sup>th</sup> grade, at the Community Recreation Center (CRC) located at 229 Madison Street, Oak Park, Illinois, from 3:30 PM – 5:30 PM, Monday-Thursday, during the 2024-2025 academic school year on any day that an Oak Park middle school or high school is in session. Triton will provide a minimum of at least two (2) Triton employed trained tutors. The PDOP will pay the College one annual fee of \$1,300 to cover supplies, materials, advertising, hiring, and background/fingerprint clearance services, as well as \$174.00 per tutor to provide onboarding training and ongoing professional development. In addition, the PDOP will also cover the hourly rate of pay for each tutor which is between \$18.00-\$26.00 per hour (based on education and experience). Triton College will provide the PDOP with detailed monthly invoices.

**RATIONALE:** Triton College has developed intergovernmental relationships with Cook County and the Village of Oak Park. Providing tutoring services at the Oak Park Community Recreation Center maintains intergovernmental relations and provides services to the local communities.

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

  
Dr. Susan Campos, Vice President of Academic Affairs

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**Board Officers' Signatures Required:**

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**Mark R. Stephens**  
**Board Chairman**

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**Tracy Jennings**  
**Secretary**

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**Date**

Related forms requiring Board signature: Yes  No

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

Meeting of June 18, 2024

ACTION EXHIBIT NO. 17071

**SUBJECT: RENEWAL AGREEMENT WITH CDW-G FOR  
BARRACUDA TOTAL EMAIL PROTECTION**

**RECOMMENDATION:** That the Board of Trustees approve a three-year renewal Agreement with CDW-G. This Agreement provides the subscription license to the Barracuda Total Email Protection Platform. The terms of this three-year Agreement will run from July 1, 2024 through June 30, 2027. The annual cost of the renewal will be \$64,824. The total cost of the three-year Agreement will be \$194,472.

**RATIONALE:** This Agreement continues to help Triton strengthen its defenses against “spear phishing” emails as well as allow us to identify and respond to attacks faster and more accurately. The defense platform provides protection against account takeover and domain fraud in addition to providing reporting and analytics of accounts and attacks. Their “PhishLine” module allows us to test and train employees and students while both on and off campus. Purchase of data processing software is exempt from bidding by state statute (110 ILCS 805/3-27.1(f)).

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*Sean Sullivan*

**Submitted to Board by:** \_\_\_\_\_  
Sean O'Brien Sullivan, Vice President of Business Services

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**Board Officers' Signatures Required:**

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

\_\_\_\_\_  
**Tracy Jennings**  
Secretary

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

Related forms requiring Board signature: Yes  No



Thank you for choosing CDW. We have received your quote.

Hardware      Software      Services      IT Solutions      Brands      Research Hub

# QUOTE CONFIRMATION

**MICHAEL GARRITY,**

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

**Convert Quote to Order**

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
NWZQ983	5/22/2024	BCCDA 3YR	0334944	<b>\$194,472.00</b>

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<a href="#">Barracuda Total Email Protection - subscription license (1 month) - 1 user,</a> Mfg. Part#: BEO-TEP-EDU-FTE-1M Electronic distribution - NO MEDIA Contract: IPHEC IPHEC2011 Computer Components - Catalog (IPHEC2011)	8760	6488084	\$7.40	\$64,824.00
<a href="#">Barracuda Total Email Protection - subscription license (1 month) - 1 user,</a> Mfg. Part#: BEO-TEP-EDU-STU-1M Electronic distribution - NO MEDIA Contract: IPHEC IPHEC2011 Computer Components - Catalog (IPHEC2011)	381312	6488085	\$0.00	\$0.00
<a href="#">Barracuda Total Email Protection - subscription license (1 month) - 1 user,</a> Mfg. Part#: BEO-TEP-EDU-FTE-1M Electronic distribution - NO MEDIA Contract: IPHEC IPHEC2011 Computer Components - Catalog (IPHEC2011)	8760	6488084	\$7.40	\$64,824.00
<a href="#">Barracuda Total Email Protection - subscription license (1 month) - 1 user,</a> Mfg. Part#: BEO-TEP-EDU-FTE-1M Electronic distribution - NO MEDIA Contract: IPHEC IPHEC2011 Computer Components - Catalog (IPHEC2011)	8760	6488084	\$7.40	\$64,824.00

<b>SUBTOTAL</b>	\$194,472.00
<b>SHIPPING</b>	\$0.00
<b>SALES TAX</b>	\$0.00
<b>GRAND TOTAL</b>	<b>\$194,472.00</b>

PURCHASER BILLING INFO	DELIVER TO
------------------------	------------



**Billing Address:**  
 TRITON COLLEGE  
 ACCTS PAYABLE  
 2000 5TH AVE  
 RIVER GROVE, IL 60171-1995  
**Phone:** (708) 456-0300  
**Payment Terms:** NET 30 Days-Govt/Ed

**Shipping Address:**  
 TRITON COLLEGE  
 MICHAEL GARRITY  
 2000 5TH AVE  
 RIVER GROVE, IL 60171-1995  
**Phone:** (708) 456-0300  
**Shipping Method:** ELECTRONIC DISTRIBUTION

**Please remit payments to:**

CDW Government  
 75 Remittance Drive  
 Suite 1515  
 Chicago, IL 60675-1515



**Sales Contact Info**

**Stephen Elijo** | (847) 968-9012 | [stepeli@cdwg.com](mailto:stepeli@cdwg.com)

**LEASE OPTIONS**

FMV TOTAL	FMV LEASE OPTION	BO TOTAL	BO LEASE OPTION
<b>\$194,472.00</b>	<b>\$5,503.56/Month</b>	<b>\$194,472.00</b>	<b>\$6,328.12/Month</b>

Monthly payment based on 36 month lease. Other terms and options are available. Contact your Account Manager for details. Payment quoted is subject to change.

Why finance?

- Lower Upfront Costs. Get the products you need without impacting cash flow. Preserve your working capital and existing credit line.
- Flexible Payment Terms. 100% financing with no money down, payment deferrals and payment schedules that match your company's business cycles.
- Predictable, Low Monthly Payments. Pay over time. Lease payments are fixed and can be tailored to your budget levels or revenue streams.
- Technology Refresh. Keep current technology with minimal financial impact or risk. Add-on or upgrade during the lease term and choose to return or purchase the equipment at end of lease.
- Bundle Costs. You can combine hardware, software, and services into a single transaction and pay for your software licenses over time! We know your challenges and understand the need for flexibility.

General Terms and Conditions:

This quote is not legally binding and is for discussion purposes only. The rates are estimate only and are based on a collection of industry data from numerous sources. All rates and financial quotes are subject to final review, approval, and documentation by our leasing partners. Payments above exclude all applicable taxes. Financing is subject to credit approval and review of final equipment and services configuration. Fair Market Value leases are structured with the assumption that the equipment has a residual value at the end of the lease term.

**Need Help?**



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Support



Call 800.800.4239

[About Us](#) | [Privacy Policy](#) | [Terms and Conditions](#)

This order is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdwg.com/content/terms-conditions/product-sales.aspx>

For more information, contact a CDW account manager.



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

Meeting of June 18, 2024

ACTION EXHIBIT NO. 17072

**SUBJECT: RENEWAL AGREEMENT WITH HEARTLAND BUSINESS SYSTEMS FOR CROWDSTRIKE FALCON COMPLETE SOFTWARE AND MONITORING**

**RECOMMENDATION:** That the Board of Trustees approve a three-year renewal Agreement with Heartland Business Systems. This Agreement provides a software license to CrowdStrike Falcon Complete Flex security and related monitoring services. The terms of this three-year Agreement will run from July 1, 2024 through June 30, 2027. The annual cost of the renewal will be \$171,379.57. The total cost of the three fiscal year Agreement will be \$514,138.71.

**RATIONALE:** This three-year Agreement will satisfy the utilization of security software and monitoring requirements for cyber insurance coverage, CrowdStrike Falcon Complete Flex provides a fully managed cybersecurity endpoint protection software and service that monitors, detects, prevents and remediates possible breaches and intrusions. CrowdStrike analysts provide monitoring and remediation response 24/7/365 and the Endpoint Detection and Response (EDR) software has been installed on Triton College hardware to block malware and information exploitation, replacing the previous legacy antivirus products. Purchase of data processing software is exempt from bidding by state statute (110 ILCS 805/3-27.1(f)).

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*Sean Sullivan*

**Submitted to Board by:** \_\_\_\_\_  
Sean O'Brien Sullivan, Vice President of Business Services

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**Board Officers' Signatures Required:**

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**Mark R. Stephens**  
**Chairman**

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**Tracy Jennings**  
**Secretary**

---

**Date**

Related forms requiring Board signature: Yes  No

CrowdStrike - Falcon Renewal Options

Quote #339198 v3



**Prepared For:**  
**Triton Community College District 504**  
 Mike Garrity  
 2000 Fifth Avenue  
 River Grove, IL 60171  
**P:** (708) 456-0300  
**E:** mgarrity@triton.edu

**Prepared By:**  
**Chicago Illinois Office**  
 Mauri Spampinato  
 5400 Patton Drive Suite 4B  
 Lisle, IL 60532  
**P:** (630) 452-7382  
**E:** mspampinato@hbs.net

**Date Issued:**  
**05.24.2024**  
**Expires:**  
**07.01.2024**

Falcon Complete + Essential Support - 1 Year	Price	Qty	Ext. Price
<b>Term Dates: Jul 2, 2024 - Jul 1, 2025</b>			
FC.CS.SOLN.FL EX.T7.12M <b>Falcon Complete Flex (Commercial or EU)</b>	\$54.26	2900	\$157,354.00
CS.INSIGHTB.S OLN.T9.12M <b>Insight</b>	\$0.00	2900	\$0.00
CS.PREVENTB.SOLN.T9.12M <b>Prevent</b>	\$0.00	2900	\$0.00
CS.DISC.B.SOLN.T9.12M <b>Discover</b>	\$0.00	2900	\$0.00
CS.FALCOMPS.SVC.12M <b>Falcon Complete Subscription</b>	\$0.00	2900	\$0.00
CS.OWB.SVC.T9.12M <b>Overwatch</b>	\$0.00	2900	\$0.00
CS.TG.STD.12M <b>Threat Graph Standard</b>	\$0.00	2900	\$0.00
CS.FALCOMPO.NBC.SOLN.12M <b>Falcon Complete: Complimentary CID</b>	\$0.00	1	\$0.00
RR.PSO.ENT.PASS.12M <b>University LMS Subscription Customer Access Pass</b>	\$0.00	10	\$0.00
RR.HOS.ENT.ES.TL.12M <b>Essential Support</b>	\$11,988.04	1	\$11,988.04
CS.FCSS.SOLN.12M <b>Falcon Cloud Security Standalone</b>	\$0.00	1	\$0.00
CS.FCS.FLEX.RES.T1.12M <b>Falcon Cloud Security Reserved - Flex</b>	\$118.12	90	\$10,630.80
CS.CDR.SOLN.12M <b>Cloud Detection and Response</b>	\$0.00	90	\$0.00
CS.TG.STD.HPS.12M <b>Server Threat Graph Standard</b>	\$0.00	90	\$0.00
CS.FCSCU.SOLN.12M <b>Falcon Cloud Security Complete Upgrade</b>	\$176.68	90	\$15,901.20
<b>Section Subtotal</b>			<b>\$0.00</b>
	<b>Subtotal</b>		<b>\$195,874.04</b>

Falcon Complete + Essential Support - Annual Billing Cost with a 3 Year Commit		Recurring	Price	Qty	Ext. Recurring	Ext. Price
HBS-QUOTE	<b>Quote#: 339198 - CrowdStrike - Falcon Renewal Options</b>	\$0.00	\$0.00	1	\$0.00	\$0.00
Annual Billing - with a 3 Year Term Commit - July 2nd, 2024 - July 1st, 2027						
FC.CS.SOLN.FL EX	<b>Falcon Complete Flex (Commercial or EU)</b>	\$112.40	\$112.40	90	\$10,116.00	\$10,116.00
CS.INSIGHTB.S OLN	<b>Insight</b>	\$0.00	\$0.00	90	\$0.00	\$0.00
CS.PREVENTB.SOLN	<b>Prevent</b>	\$0.00	\$0.00	90	\$0.00	\$0.00
CS.DISCB.SOLN	<b>Discover</b>	\$0.00	\$0.00	90	\$0.00	\$0.00
CS.FALCOMPS.SVC	<b>Falcon Complete Subscription</b>	\$0.00	\$0.00	90	\$0.00	\$0.00
CS.OWB.SVC	<b>Overwatch</b>	\$0.00	\$0.00	90	\$0.00	\$0.00
CS.TG.STD.HPS	<b>Server Threat Graph Standard</b>	\$0.00	\$0.00	90	\$0.00	\$0.00
FC.CS.SOLN.FL EX	<b>Falcon Complete Flex (Commercial or EU)</b>	\$51.86	\$51.86	2900	\$150,394.00	\$150,394.00
CS.INSIGHTB.S OLN	<b>Insight</b>	\$0.00	\$0.00	2900	\$0.00	\$0.00
CS.PREVENTB.SOLN	<b>Prevent</b>	\$0.00	\$0.00	2900	\$0.00	\$0.00
CS.DISCB.SOLN	<b>Discover</b>	\$0.00	\$0.00	2900	\$0.00	\$0.00
CS.FALCOMPS.SVC	<b>Falcon Complete Subscription</b>	\$0.00	\$0.00	2900	\$0.00	\$0.00
CS.OWB.SVC	<b>Overwatch</b>	\$0.00	\$0.00	2900	\$0.00	\$0.00
CS.TG.STD	<b>Threat Graph Standard</b>	\$0.00	\$0.00	2900	\$0.00	\$0.00
CS.FALCOMPO NBC.SOLN	<b>Falcon Complete: Complimentary CID</b>	\$0.00	\$0.00	1	\$0.00	\$0.00
RR.PSO.ENT.PASS	<b>University LMS Subscription Customer Access Pass</b>	\$0.00	\$0.00	10	\$0.00	\$0.00
RR.HOS.ENT.ES TL	<b>Essential Support</b>	\$10,869.57	\$10,869.57	1	\$10,869.57	\$10,869.57
Recurring Subtotal					<b>\$171,379.57</b>	
Subtotal					<b>\$171,379.57</b>	

### Non-Returnable/Non-Refundable Language

**Misc Note: CrowdStrike**

Customer understands that all orders for CrowdStrike are final when accepted by CrowdStrike. No cancellations, returns, exchanges or refunds are allowed.

Quote Summary	Recurring	One-Time
Falcon Complete + Essential Support - Annual Billing Cost with a 3 Year Commit	\$171,379.57	\$171,379.57
<b>Total:</b>	<b>\$171,379.57</b>	<b>\$171,379.57</b>

This quote may not include applicable sales tax, shipping, handling and/or delivery charges. Final applicable sales tax, shipping, handling and/or delivery charges are calculated and applied at invoice. The above

prices are for hardware/software only, and do not include delivery, setup or installation by Heartland ("HBS") unless otherwise noted. Installation by HBS is available at our regular hourly rates, or pursuant to a prepaid HBSFlex Agreement. This configuration is presented for convenience only. HBS is not responsible for typographical or other errors/omissions regarding prices or other information. Prices and configurations are subject to change without notice. HBS may modify or cancel this quote if the pricing is impacted by a tariff. A 15% restocking fee will be charged on any returned part. Customer is responsible for all costs associated with return of product and a \$25.00 processing fee. No returns, cancellations or order changes are accepted by HBS without prior written approval. This quote expressly limits acceptance to the terms of this quote, and HBS disclaims any additional terms. Customer may issue a purchase order for administrative purposes only. By providing your "E-Signature," you acknowledge that your electronic signature is the legal equivalent of your manual signature, and you warrant that you have express authority to execute this agreement and legally bind your organization to this proposal and all attached documents. Any purchase that the customer makes from HBS is governed by HBS' Standard Terms and Conditions ("ST&Cs") located at <http://www.hbs.net/standard-terms-and-conditions>, which are incorporated herein by reference. The ST&Cs are subject to change. When a new order is placed, the ST&Cs on the above-stated website at that time shall apply. If customer has signed HBS' ST&Cs version 2021.v1.0 or later, or the parties have executed a current master services agreement, the signed agreement shall control over any conflicting terms in the version on the website. If a current master services agreement does not cover the purchase of products, the ST&Cs located on the website shall govern the purchase of products. Certain purchases also require customer to be bound by end user terms and conditions. A list of end user terms and conditions related to various manufacturers and vendors is set forth at <https://www.hbs.net/End-User-Agreements>. Any purchase that customer makes is also governed by the applicable end user terms and conditions, which are incorporated herein by reference. If customer has questions about whether end user terms and conditions apply to a purchase, customer shall contact HBS. Any order(s) that exceeds the credit limit assigned by HBS shall require upfront payment from customer in an amount determined by HBS. HBS shall make this determination at the time of the order, unless customer has previously submitted the required onboarding paperwork. In such event, HBS shall make this determination at the time of quoting. Customer shall ensure that all invoices are timely paid as stated in Section 2 of the ST&Cs, regardless of whether Customer has a financing or leasing company or other third-party issue the purchase order. In the event that a third-party issues the purchase order, Customer shall be required to sign this Quote for purposes of approving the order. QT.2024.v1.0

Acceptance

**Chicago Illinois Office**

**Triton Community College District 504**

Mauri Spampinato

Sean Sullivan, VP of Business Services

Signature / Name

Signature / Name

Initials

05/24/2024

Date

Date

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

Meeting of June 18, 2024

ACTION EXHIBIT NO. 17073

**SUBJECT: RENEWAL OF SERVICE AGREEMENT WITH PEOPLEADMIN, INC.**

**RECOMMENDATION:** That the Board of Trustees approve the annual license fee with PeopleAdmin, Inc. Triton College entered into an Agreement with PeopleAdmin, Inc. for an applicant tracking system (ATS) in 2008. The renewal cost for FY25 has increased by \$1,079.94 over FY24 for a total of \$28,117.95.

**RATIONALE:** The PeopleAdmin applicant tracking system is an online employment application platform which allows external users to create an online account and easily apply for positions. The system provides the Human Resources Department the ability to search internal resume databases for highly qualified applicants, conduct reference checks, generate reports to assess the diversity of applicant pools and recruit efficiently.

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*Sean Sullivan*

**Submitted to Board by:** \_\_\_\_\_  
Sean O'Brien Sullivan, Vice President of Business Services

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**Board Officers' Signatures Required:**

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**Mark R. Stephens**  
**Chairman**

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**Tracy Jennings**  
**Secretary**

---

**Date**

Related forms requiring Board signature: Yes  No



# Invoice

Date 05/03/2024  
 Invoice# INV395654  
 Due Date 06/30/2024  
 Customer ID 10016325

**Bill To**  
 Joseph Klinger  
 Triton College  
 2000 Fifth Avenue  
 River Grove IL 60171  
 United States

**Ship To**  
 Joseph Klinger  
 Triton College  
 2000 Fifth Avenue  
 River Grove IL 60171  
 United States

**VAT:**

PO#	Quote#	Customer Success Manager
	Q-887869	Subhra Prokash Bhowmik

Product Description	Qty	Unit	Tax	Unit Price	Extended Price
SW-PA-S-PA71520: PeopleAdmin Applicant Tracking System Invoice Period: 06/30/2024 - 06/29/2025	1,317	Each	\$0.00	21.35	\$28,117.95

Subtotal	Tax Total	Total (USD)
\$28,117.95	\$0.00	\$28,117.95
		Amt. Due (USD)
		<b>\$28,117.95</b>

Thank you for your business

<b>Remit by Check (US Mail Only):</b> POWERSCHOOL GROUP LLC PO BOX 888408 LOS ANGELES, CA 90088-8408	<b>Remit by Check (Courier):</b> LOCKBOX SERVICES POWERSCHOOL GROUP LLC - Box 888408 3440 FLAIR DRIVE, 4th FLOOR EL MONTE, CA 91731	<b>Remit by Wire or ACH:</b> Wells Fargo Bank, NA Account Name: PowerSchool Group LLC ABA Routing No: 121000248 Account No: 4633847017 SWIFT: WFBIUS6S (Include invoice number in transmission)	<b>Customer Service:</b> ar@powerschool.com 888-265-7641 (Toll-Free) 916-357-9934 (Fax)
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This is your annual support/subscription/hosting renewal. To avoid cancellation of your phone support, product updates or hosted products, please work with your Director of Technology or appropriate business person to approve a purchase order and payment for this annual recurring invoice.



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

Meeting of June 18, 2024

ACTION EXHIBIT NO. 17074

**SUBJECT: AGREEMENT WITH SHAKER RECRUITMENT, ADVERTISING, AND COMMUNICATIONS**

**RECOMMENDATION:** That the Board of Trustees authorize placing Triton College employee recruitment advertising with Shaker Recruitment, Advertising, and Communications. Shaker charges are on a per posting basis with fees ranging from \$300 to \$1,500 dependent on ad size and job board selected. Total expenditures to Shaker Advertising for Fiscal Year 2025 will not exceed the amount of \$50,000.

**RATIONALE:** Shaker Recruitment, Advertising, and Communications provides the College with expertise on identifying job boards, analytics, and creative writing to assist in the recruitment efforts of highly qualified employees. No formal documentation is required to obtain these services. Each fiscal year, the College spends approximately \$50,000 in employment advertising. All orders are placed and approved by the Human Resources Department.

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*Sean Sullivan*

**Submitted to Board by:** \_\_\_\_\_  
Sean O'Brien Sullivan, Vice President of Business Services

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**Board Officers' Signatures Required:**

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**Mark R. Stephens**  
Chairman

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**Tracy Jennings**  
Secretary

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**Date**

Related forms requiring Board signature: Yes  No

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

Meeting of June 18, 2024

ACTION EXHIBIT NO. 17075

**SUBJECT: AGREEMENT WITH VIEW TRANSIT**

**RECOMMENDATION:** That the Board of Trustees approve the purchase of bus shelter advertisements to be paid to View Transit in support of Fiscal Year 2025 enrollment. The 15 shelters appear throughout the Triton College district, and include 3 changes to graphics, during each (Spring, Summer, and Fall) enrollment period. The shelter advertisements will run July 12, 2024 through May 22, 2025 at a cost not to exceed \$30,000.

**RATIONALE:** The bus shelter advertisements are highly visible to the traffic passing through our communities, and will give Triton additional exposure to promote Fall, Spring and Summer (Fiscal Year 2025) enrollment periods.

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*Sean Sullivan*

**Submitted to Board by:** \_\_\_\_\_  
Sean O'Brien Sullivan, Vice President of Business Services

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**Board Officers' Signatures Required:**

_____	_____	_____
<b>Mark R. Stephens Chairman</b>	<b>Tracy Jennings Secretary</b>	<b>Date</b>

Related forms requiring Board signature: Yes  No



**CONTRACT FOR OUTDOOR ADVERTISING**

2024-05-16 13:59:34 2667-6

CONTRACTED BY:			ON BEHALF OF ADVERTISER:		
CUSTOMER #	2611	91	CUSTOMER #	2061	
NAME	Triton College		NAME	Triton College	
ADDRESS	2000 Fifth Avenue		ADDRESS	2000 Fifth Avenue	
CITY/STATE/ZIP	River Grove, IL 60171		CITY/STATE/ZIP	River Grove, IL 60171	
CONTACT	Renee Swanberg		CONTACT	Renee Swanberg	
EMAIL ADDRESS	ap@triton.edu, reneeswanberg@triton.edu		EMAIL ADDRESS	reneeswanberg@triton.edu	
PHONE #	708-456-0300	x3165	PHONE #	708-456-0300	x3165
P.O.#					
ADVERTISER	Triton College			Triton College	

Qty	Product Description	Market	Illum	Size	Term in 4-week Periods	Service Dates	Production Rate	Rate Per Period
1	BY-2I, Bus Shelter, Berkeley, St. Charles Road and Lee Boulevard, W/F, Regular	Chicago IL	Yes	6' x 4'	1.5	07/15/2024 - 08/25/2024	0.00	444.44
1	CO-13O, Bus Shelter, Cicero, Cermak Road and 50th Avenue, W/F, Regular	Chicago IL	Yes	6' x 4'	1.5	07/15/2024 - 08/25/2024	0.00	444.44
1	EP-6O, Bus Shelter, Elmwood Park, Grand Avenue and Harlem Avenue, W/F, Regular	Chicago IL	Yes	6' x 4'	1.5	07/15/2024 - 08/25/2024	0.00	444.44
1	EP-8I, Bus Shelter, Elmwood Park, Grand Avenue and Westbrook Avenue, E/F, Regular	Chicago IL	Yes	6' x 4'	1.5	07/15/2024 - 08/25/2024	0.00	444.44
1	MP-2I, Bus Shelter, Melrose Park, North Avenue and George Street (@ Winston Plaza), W/F, Regular	Chicago IL	Yes	6' x 4'	1.5	07/15/2024 - 08/25/2024	0.00	444.44
1	NK-1I, Bus Shelter, Northlake, Wolf Road and Winters Drive (@ Leyden High School), N/F, Regular	Chicago IL	Yes	6' x 4'	1.5	07/15/2024 - 08/25/2024	0.00	444.44
1	NK-5I, Bus Shelter, Northlake, North Avenue and Wolf Road, E/F, Regular	Chicago IL	Yes	6' x 4'	1.5	07/15/2024 - 08/25/2024	0.00	444.44
1	NR-17I, Bus Shelter, Norridge, Norridge Commons @ Longhorn Steakhouse, S/F, Regular	Chicago IL	Yes	6' x 4'	1.5	07/15/2024 - 08/25/2024	0.00	444.44
1	NR-2O, Bus Shelter, Norridge, Lawrence Avenue and Cumberland Avenue, E/F, Regular	Chicago IL	Yes	6' x 4'	1.5	07/15/2024 - 08/25/2024	0.00	444.44
1	NR-6I, Bus Shelter, Norridge, Lawrence Avenue and Opal Avenue, W/F, Regular	Chicago IL	Yes	6' x 4'	1.5	07/15/2024 - 08/25/2024	0.00	444.44
1	RG-3I, Bus Shelter, River Grove, Thatcher Avenue S/O Belmont Avenue, N/F, Regular	Chicago IL	Yes	6' x 4'	1.5	07/15/2024 - 08/25/2024	0.00	444.44
1	SK-2I, Bus Shelter, Stone Park, North Ave S/S, W/O 35th St, W/F, Regular	Chicago IL	Yes	6'0 x 4'0	1.5	07/15/2024 - 08/25/2024	0.00	444.44
1	SP-10O, Bus Shelter, Schiller Park, Irving Park Road W/O Old River Road, E/F, Regular	Chicago IL	Yes	6' x 4'	1.5	07/15/2024 - 08/25/2024	0.00	444.44
1	SP-2I, Bus Shelter, Schiller Park, River Road and Eastwood Avenue, N/F, Regular	Chicago IL	Yes	6' x 4'	1.5	07/15/2024 - 08/25/2024	0.00	444.44
1	SP-7I, Bus Shelter, Schiller Park, 25th Avenue and Lawrence Avenue, S/F, Regular	Chicago IL	Yes	6' x 4'	1.5	07/15/2024 - 08/25/2024	0.00	444.44
1	BY-2I, Bus Shelter, Berkeley, St. Charles Road and Lee Boulevard, W/F, Regular	Chicago IL	Yes	6' x 4'	1.5	12/02/2024 - 01/12/2025	0.00	444.44
1	CO-13O, Bus Shelter, Cicero, Cermak Road and 50th Avenue, W/F, Regular	Chicago IL	Yes	6' x 4'	1.5	12/02/2024 - 01/12/2025	0.00	444.44
1	EP-6O, Bus Shelter, Elmwood Park, Grand Avenue and Harlem Avenue, W/F, Regular	Chicago IL	Yes	6' x 4'	1.5	12/02/2024 - 01/12/2025	0.00	444.44
1	EP-8I, Bus Shelter, Elmwood Park, Grand Avenue and Westbrook Avenue, E/F, Regular	Chicago IL	Yes	6' x 4'	1.5	12/02/2024 - 01/12/2025	0.00	444.44
1	MP-2I, Bus Shelter, Melrose Park, North Avenue and George Street (@ Winston Plaza), W/F, Regular	Chicago IL	Yes	6' x 4'	1.5	12/02/2024 - 01/12/2025	0.00	444.44
1	NK-1O, Bus Shelter, Northlake, Wolf Road and Winters Drive (@ Leyden High School), S/F, Regular	Chicago IL	Yes	6' x 4'	1.5	12/02/2024 - 01/12/2025	0.00	444.44
1	NK-5I, Bus Shelter, Northlake, North Avenue and Wolf Road, E/F, Regular	Chicago IL	Yes	6' x 4'	1.5	12/02/2024 - 01/12/2025	0.00	444.44
1	NR-17I, Bus Shelter, Norridge, Norridge Commons @ Longhorn Steakhouse, S/F, Regular	Chicago IL	Yes	6' x 4'	1.5	12/02/2024 - 01/12/2025	0.00	444.44
1	NR-2O, Bus Shelter, Norridge, Lawrence Avenue and Cumberland Avenue, E/F, Regular	Chicago IL	Yes	6' x 4'	1.5	12/02/2024 - 01/12/2025	0.00	444.44
1	NR-6I, Bus Shelter, Norridge, Lawrence Avenue and Opal Avenue, W/F, Regular	Chicago IL	Yes	6' x 4'	1.5	12/02/2024 - 01/12/2025	0.00	444.44
1	RG-3I, Bus Shelter, River Grove, Thatcher Avenue S/O Belmont Avenue, N/F, Regular	Chicago IL	Yes	6' x 4'	1.5	12/02/2024 - 01/12/2025	0.00	444.44
1	SK-2I, Bus Shelter, Stone Park, North Ave S/S, W/O 35th St, W/F, Regular	Chicago IL	Yes	6'0 x 4'0	1.5	12/02/2024 - 01/12/2025	0.00	444.44
1	SP-10O, Bus Shelter, Schiller Park, Irving Park Road W/O Old River Road, E/F, Regular	Chicago IL	Yes	6' x 4'	1.5	12/02/2024 - 01/12/2025	0.00	444.44
1	SP-2I, Bus Shelter, Schiller Park, River Road and Eastwood Avenue, N/F, Regular	Chicago IL	Yes	6' x 4'	1.5	12/02/2024 - 01/12/2025	0.00	444.44
1	SP-7I, Bus Shelter, Schiller Park, 25th Avenue and Lawrence Avenue, S/F, Regular	Chicago IL	Yes	6' x 4'	1.5	12/02/2024 - 01/12/2025	0.00	444.44
1	BY-2I, Bus Shelter, Berkeley, St. Charles Road and Lee Boulevard, W/F, Regular	Chicago IL	Yes	6' x 4'	1.5	04/14/2025 - 05/25/2025	0.00	444.44
1	CO-13O, Bus Shelter, Cicero, Cermak Road and 50th Avenue, W/F, Regular	Chicago IL	Yes	6' x 4'	1.5	04/14/2025 - 05/25/2025	0.00	444.44

1	EP-6O, Bus Shelter, Elmwood Park, Grand Avenue and Harlem Avenue, W/F, Regular	Chicago IL	Yes	6' x 4'	1.5	04/14/2025 - 05/25/2025	0.00	444.44
1	EP-8I, Bus Shelter, Elmwood Park, Grand Avenue and Westbrook Avenue, E/F, Regular	Chicago IL	Yes	6' x 4'	1.5	04/14/2025 - 05/25/2025	0.00	444.44
1	MP-2I, Bus Shelter, Melrose Park, North Avenue and George Street (@ Winston Plaza), W/F, Regular	Chicago IL	Yes	6' x 4'	1.5	04/14/2025 - 05/25/2025	0.00	444.44
1	NK-1O, Bus Shelter, Northlake, Wolf Road and Winters Drive (@ Leyden High School), S/F, Regular	Chicago IL	Yes	6' x 4'	1.5	04/14/2025 - 05/25/2025	0.00	444.44
1	NK-5I, Bus Shelter, Northlake, North Avenue and Wolf Road, E/F, Regular	Chicago IL	Yes	6' x 4'	1.5	04/14/2025 - 05/25/2025	0.00	444.44
1	NR-17I, Bus Shelter, Norridge, Norridge Commons @ Longhorn Steakhouse, S/F, Regular	Chicago IL	Yes	6' x 4'	1.5	04/14/2025 - 05/25/2025	0.00	444.44
1	NR-2O, Bus Shelter, Norridge, Lawrence Avenue and Cumberland Avenue, E/F, Regular	Chicago IL	Yes	6' x 4'	1.5	04/14/2025 - 05/25/2025	0.00	444.44
1	NR-6I, Bus Shelter, Norridge, Lawrence Avenue and Opal Avenue, W/F, Regular	Chicago IL	Yes	6' x 4'	1.5	04/14/2025 - 05/25/2025	0.00	444.44
1	RG-3I, Bus Shelter, River Grove, Thatcher Avenue S/O Belmont Avenue, N/F, Regular	Chicago IL	Yes	6' x 4'	1.5	04/14/2025 - 05/25/2025	0.00	444.44
1	SK-2I, Bus Shelter, Stone Park, North Ave S/S, W/O 35th St, W/F, Regular	Chicago IL	Yes	6'0 x 4'0	1.5	04/14/2025 - 05/25/2025	0.00	444.44
1	SP-10O, Bus Shelter, Schiller Park, Irving Park Road W/O Old River Road, E/F, Regular	Chicago IL	Yes	6' x 4'	1.5	04/14/2025 - 05/25/2025	0.00	444.44
1	SP-2I, Bus Shelter, Schiller Park, River Road and Eastwood Avenue, N/F, Regular	Chicago IL	Yes	6' x 4'	1.5	04/14/2025 - 05/25/2025	0.00	444.44
1	SP-7I, Bus Shelter, Schiller Park, 25th Avenue and Lawrence Avenue, S/F, Regular	Chicago IL	Yes	6' x 4'	1.5	04/14/2025 - 05/25/2025	0.00	444.64

<b>Estimated Production (Contract) TOTAL</b>	<b>\$0.00</b>
Additional Production May be Ordered Upon Request.	
<b>Grand Total (Net)</b>	<b>\$30,000.00</b>

**Notes:**  
View has five (5) business days to post copy due to weather, scheduling.

Production for 15 (fifteen) posters included for each flight (45 total)

Send invoices to: ap@triton.edu, reneeswanberg@triton.edu

The undersigned ("Advertiser") agrees with View Transit, LLC ("ViewT") to place in service and maintain an outdoor advertising display subject to the conditions of this Display Agreement (this "Agreement") for such prices per four (4) week period for each location as are indicated on this Agreement and to maintain display from the day the copy is completed on the display and the remainder the contract term. This contract is signed and accepted subject to the terms appearing above and on page 2 of 2.

In addition to the price per four (4) week period payments, Advertiser agrees to pay View for any copy, installation, cut out, embellishment or any other specific treatment for the display on the basis of the square footage of such. Any fabricated material(s) will be and remain the property of ViewT.

THERE ARE ADDITIONAL TERMS AND CONDITIONS ON THE SECOND PAGE OF THIS AGREEMENT, AND THE PARTIES AGREE THEY ARE BOUND BY THEM. COUNTERPARTS; THIS AGREEMENT MAY BE EXECUTED IN SEPARATE COUNTERPARTS, EACH OF WHICH WHEN SO EXECUTED SHALL BE AN ORIGINAL, BUT ALL OF SUCH COUNTERPARTS SHALL TOGETHER CONSTITUTE BUT ONE AND THE SAME INSTRUMENT. ANY SUCH EXECUTION MAY BE BY FACSIMILE AND EACH PARTY AGREES THAT IT WILL NOT CONTEST THE VALIDITY OF THIS AGREEMENT DUE TO THE FACT THAT THE OTHER PARTY POSSESSES ONLY A FACSIMILE OF ITS SIGNATURE. NOTICE TO ADVERTISER: THIS AGREEMENT SHALL NOT BE BINDING ON VIEW UNTIL EXECUTED BY AN AUTHORIZED OFFICER OF VIEW TRANSIT, LLC.


**Personal Guaranty**

The undersigned ("Guarantor") hereby irrevocably and unconditionally guarantees the full payment and performance of Advertiser's obligation as set forth in this Agreement. Upon any default of this Agreement by Advertiser, View may proceed directly against Guarantor without any obligation to seek redress or otherwise collect any indebtedness from Advertiser.

Guarantor's Signature \_\_\_\_\_ Date: \_\_\_\_\_

Advertiser: Signature: _____ Printed Name: Sean Sullivan, VP of Business Services Date: _____	Agency: Signature: _____ Printed Name: _____ Date: _____
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View Transit, LLC Signature: _____	Name: _____	Date: _____
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<b>FOR INTERNAL USE: (C)</b>		
 New Renewal <input type="checkbox"/>	<b>Account Executive</b> Jamie Blanchard 6624 W. Irving Park Road Chicago, IL 60634 Ph#: 773-545-5296	<b>Mailing Address</b> View Transit, LLC 6624 W. Irving Park Road Chicago, IL 60654 Ph#: 219-736-8439 Fax#: 219-750-1123

  
5/16/24

## **ADDITIONAL TERMS AND CONDITIONS**

**Section 2: COMMENCEMENT AND HOLDOVER:** ViewT has five (5) business from the service start date to install copy as indicated on front of Agreement. If this is a renewal Agreement, it is agreed that the display shall have been considered submitted on the day immediately following the expiration date of the previous Agreement. Advertiser agrees to notify ViewT in writing not less than ninety (90) days prior to the expiration date of this Agreement if it desires to terminate this Agreement at the expiration of the term. Unless Advertiser so notifies ViewT or ViewT notifies the Advertiser of its desire to terminate this Agreement, this Agreement shall remain in force at the rate applicable at the expiration date until the Advertiser thereafter gives ViewT ninety (90) days' prior written notice or ViewT thereafter gives Advertiser written notice of its intention to terminate, and the Agreement shall expire upon the expiration of such notice period.

**Section 3: PROVISION OF COPY:** Advertiser shall furnish to ViewT the copy and any special treatment specifications for the display fourteen (14) days before Commencement Date. The term of this Agreement and billing shall begin on or before Commencement Date. Advertiser's failure to timely deliver copy does not excuse or extend Advertiser's obligation to pay for any production charges for the display, which charges are due within five (5) business days of Effective Date of this Agreement.

**Section 4: PAYMENT:** Advertiser shall pay ViewT within five (5) days after the display is completed the applicable period rate. Advertiser shall thereafter pay in advance the applicable period rate on the first business day of each service period during the term of this Agreement.

**Section 5: LATE CHARGE:** Advertiser agrees that with respect to any amount owed which is unpaid for seven (7) days, in addition to the amount owed, Advertiser shall pay a late charge equal to 1.5% (18% per year) or the maximum amount permitted by law, whichever is less, on such amount calculated from the date the amount first became due until received by ViewT.

**Section 6: COMMISSION PAYMENTS, USE OF ADVERTISING AGENTS AND JOINT ADVERTISERS:** The 4-week billing period to be paid to ViewT is not subject to any reduction for commission or any other charges from any agent of Advertiser, unless specified in this Agreement. In that event, such commission shall reduce the period billing only if payment of the period invoice is received by ViewT when due. In the event that ViewT receives written notification that the advertising agency, broker, or agent is no longer the authorized agent of the Advertiser, ViewT may relieve the advertising agency, broker or agent of such obligation by written modification of this Agreement in the manner provided herein. Any advertising agency, broker or agent signing this Agreement represents and warrants to ViewT that it is authorized by Advertiser to execute this Agreement. If (a) this Agreement is signed by more than one Advertiser, or (b) if one Advertiser signs this Agreement for itself and another Advertiser or, (c) if more than one Advertiser signs this Agreement or more than one Agreement to jointly share the same display, all obligations pursuant to this Agreement (or Agreements in the instance of Subsection (c)) shall be the joint and several obligation of all such Advertisers.

**Section 7: BREACH:** Any failure by Advertiser to pay when due any amounts owed under this Agreement is a breach of this Agreement. If Advertiser files or has filed against it a bankruptcy petition, is placed in receivership, makes an assignment for the benefit of creditors or fails to make when due any payments owed to ViewT and such failure continues for 30 days, or Advertiser otherwise breaches this Agreement and fails to cure such breach within 30 days of the breach, then, in any of such events, in addition to any other rights ViewT has or may have at law or in equity, ViewT shall be entitled, without notice, to payment immediately from Advertiser of all payments due under or in connection with this Agreement. Should Advertiser breach this Agreement, in addition to any other rights ViewT has or may have at law or in equity, ViewT may, at its option, without prior notice, at any location(s) remove Advertiser's message until the default is cured and the cost of removal and replacement is paid by Advertiser, and/or ViewT may permanently remove the Advertiser's message from the display and replace it with that of another advertiser without incurring any liability to Advertiser for such removal or replacement. In the event of such replacement with the message of another advertiser, Advertiser agrees to be responsible and pay the cost of the design fabrication, and installation of the replacement Advertiser's display. Should ViewT elect to collect any delinquent payments due from Advertiser or bring suit for default of any other item, covenant or condition of this Agreement, Advertiser agrees to pay all attorneys' fees, expenses, including but not limited to, professional collection service charges, discovery and litigation costs and court costs. Any judgment rendered in favor of ViewT shall be without relief from valuation and appraisal laws and bear the maximum interest allowed by law.

**Section 8: LOCATION, RELOCATION, CONDEMNATION AND CANCELLATION:** ViewT may, exercising its sole judgment, choose the location for the display. Any relocation of the display necessitated by a threatened or actual loss of location or inability to maintain the display, due to state laws, local ordinances, rerouting of highways or other similar causes, including but not limited to condemnation, shall be at ViewT's expense. At ViewT's option, billing for the display for the period during which such relocation is being accomplished and/or the display is not in place shall abate or Advertiser will be credited after such period in the amount of one hundred percent (100%) of the prorated period rate received by ViewT during such period. Any relocation of a display requested by Advertiser shall be subject to ViewT's approval and shall be at Advertiser's expense and there shall be no abatement or credit. In the event any legal action is taken or threatened to be taken by any governmental authority pursuant to law, to condemn the ground location for the display or otherwise take such display as an alternative to relocating the display, ViewT shall have the right, at its option, whether to terminate this Agreement or to reduce its term (and this provision shall not apply when the need to relocate is at the Advertiser's request), and to make a voluntary or involuntary sale of the display to any such governmental authority. In the event of such a sale to a governmental authority, Advertiser will not be entitled to any proceeds from the sale. In the event of the imposition on ViewT of any taxes or license fees which increases ViewT's costs to perform its obligations under this Agreement or the termination of the underlying ground lease, ViewT shall have the right, at its option, either to terminate this Agreement, to reduce its term, and/or be reimbursed such cost by Advertiser. In any instance of termination in connection with this Agreement or reduction of its term, ViewT will not be liable to Advertiser in any way except to return any amounts paid by Advertiser for the unexpired term of this Agreement. In the event that, for any reason, the display is modified or upgraded either as to size, height, illumination, including without limitation upgraded to changeable copy faces or type of structure, e.g. from bus shelter to unipole structure, ViewT, at its option, may terminate this Agreement upon seven (7) days' written notice to Advertiser.

**Section 9: MAINTENANCE:** ViewT agrees to maintain the display in good condition throughout the term of this Agreement including replacing and repairing any damaged parts on the display subject to the following provisions. ViewT retains exclusive control and supervision of the installation, maintenance and removal of the displays and over the structures on which they are displayed. It is expressly agreed that ViewT shall not be held liable for loss or damage on account of delays in installation or inability to maintain the display due to strikes, fires, governmental laws, rules or regulations, inability to secure specified material, acts of God, acts of terrorism, loss of location or other causes beyond ViewT's control. If the display or structure is damaged to any extent which prevents the displaying of Advertiser's message, which damage is not caused by Advertiser, at ViewT's option, billing for the display shall abate for the period of prevention or Advertiser issued a credit after cessation of such prevention. In the instance of either the abatement of the billing or the credit after cessation, the amount of abatement or credit, will equal the prorated portion of Advertiser's message display of which has been prevented as determined solely by ViewT. If required illumination for a display is not in effect at the commencement of this Agreement or is lost during the term of this Agreement, which is not caused by Advertiser, Advertiser will receive a credit after illumination is restored in the amount of twenty percent (20%) of the applicable period rate prorated for the period of such loss except that to the extent any governmental authority or utility restricts or eliminates illumination of a display, the following terms shall govern the amount, if any, of the credit.

a. In the case of governmental or utility actions resulting in reduction of hours of illumination, no credit shall be allowed or due Advertiser.

b. In the case of governmental or utility actions resulting in total elimination of illumination, Advertiser shall be entitled to a credit of ten percent (10%) of the applicable period rate prorated for the period of non-illumination.

**Section 10: CLAIMS FOR CREDITS/LIMITATION OR REMEDIES:** Any claim of Advertiser alleging ViewT's failure to properly perform this Agreement is limited to the credits or other remedies set forth in Sections 8 and 9 and shall not be cause for termination of this Agreement without ViewT's prior written consent. Any such claim for credit shall not be valid unless made in writing to ViewT within 30 days of the date that Advertiser alleges that ViewT first failed to properly perform.

**Section 11: DISPLAY REMAINS VIEW T'S PROPERTY:** It is understood that the display covered by this Agreement, is, and shall remain, the exclusive property of ViewT and, as such, cannot be subcontracted (or sub rented) or removed by Advertiser.

**Section 12: COPY CHANGES:** Unless otherwise agreed in writing, Advertiser shall pay ViewT, in advance for rotating or changes in copy on the display made during the term of this Agreement at Advertiser's request. Advertiser is obligated to continue making the period payment during any period when the display is being rotated, or the copy is changed. Advertiser shall furnish to ViewT copy change 30 days prior to the respective scheduled rotating or desired change. View Transit guarantees extensions for 15 periods from date of installation. Extensions cannot be removed and reinstalled. View Transit cannot store nor be responsible for copy that have been removed past expiration of contract.

**Section 13: HOLD HARMLESS:** ViewT agrees to save Advertiser harmless from any and all claims or demands on account of bodily injury or physical property damage caused by or resulting from the display covered by this Agreement due to the placement or manner of the installation and maintenance of the display, and agree to carry, at its own cost and expense, adequate public liability insurance covering such contingencies so long as this Agreement shall remain in effect. Advertiser agrees to indemnify and save ViewT harmless, including but not limited to any legal fees and costs, from any and all claims or demands based upon the use of any name, picture or other material in the display covered by this Agreement, whether or not trademarked or otherwise protected. ViewT reserves the right to reject or remove any copy from the display that, in its opinion, before or after placing the display in service is objectionable or any way might adversely affect the integrity of the outdoor advertising industry or the professional reputation and goodwill of ViewT.

**Section 14: ASSIGNMENT OF AGREEMENT:** In the event of the sale, transfer, assignment, trade or termination of Advertiser's business, Advertiser agrees to pay not only amount then due, but also all period charges remaining unpaid under this Agreement within 30 days after such sale, transfer, assignment, trade or termination, unless (a) this Agreement is assigned to and accepted in writing by any person, or officer, authorized to bind the firm, corporation or person acquiring Advertiser's business and (b) the assignment is accepted in writing by ViewT; provided, however, even if ViewT accepts such assignment, such acceptance shall not release Advertiser from liability for any and all amounts then due and owing ViewT as well as the balance due over the unexpired term of the Agreement. Should any assignee of Advertiser breach any term of this Agreement, upon such breach, ViewT shall be entitled to invoke any of the remedies identified in this Agreement or otherwise without further notice to Advertiser, against Advertiser or the Assignee or both as ViewT may choose. This Agreement may not be assigned by Advertiser except in strict compliance with this Section 14.

**Section 15: JURISDICTION AND VENUE:** Advertiser agrees and consents to the jurisdiction of the Courts of the State of Illinois, and venue in the County of Cook, for any court proceedings arising from any disputes under this contract. Advertiser agrees there are sufficient minimum contacts by advertiser with the State of Illinois for purposes of personal and subject matter jurisdiction.

**Section 16: CHOICE OF LAW:** Advertiser and ViewT agree to resolve all disputes arising out of and related to this Agreement pursuant to the laws of the State of Illinois.

**Section 17: GENERAL PROVISIONS:** The paragraph headings in this Agreement are used for convenience only. They are not intended to alter or affect the meaning of this Agreement. The invalidity, in whole or in part, of any provision of this Agreement shall not affect the validity or enforceability of any other of its provisions. ViewT's failure to insist in one or more instances upon the performance of any term or terms of this Agreement shall not be construed as a waiver or relinquishment of its right to such performance or the future performances of such term or terms, and Advertiser's obligation shall continue in full force and effect. The word "display" may include more than one display face in such display and accordingly, the rights and remedies of the parties will be appropriately prorated if less than all the display faces in any such display are affected under any of the sections of this Agreement.

**Section 18: ENTIRE AGREEMENT, MODIFICATION AND SUCCESSOR'S INTEREST:** It is understood that this Agreement constitutes the entire Agreement and understanding between the parties and supersedes all prior representation, understandings and Agreements. It is further understood that the terms of this Agreement cannot be waived, amended or modified in any way except by written Agreement by Advertiser and ViewT. Once fully executed, this Agreement shall be binding upon and inure to the benefit of the parties their respective heirs, successors, executors, administrators and assigns.

Customer Signature \_\_\_\_\_

Date \_\_\_\_\_

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

Meeting of June 18, 2024

ACTION EXHIBIT NO. 17076

**SUBJECT: AGREEMENT WITH HUBBARD CHICAGO (2060 DIGITAL ADVERTISING)**

**RECOMMENDATION:** That the Board of Trustees approve the purchase of digital ads to be posted by Hubbard Chicago (2060 Digital) throughout the July 1, 2024 to June 30, 2025 enrollment cycles. These digital ads will run throughout Fiscal Year 2025 on multiple online and social media advertising venues at a cost not to exceed \$60,000.

**RATIONALE:** Today's students are immersed in an online world of mobile phones, tablets and computers. In order to reach these students effectively, our marketing efforts must include digital advertisements. If Triton College is to compete in this evolving market, we must allocate the necessary resources to do so. These online and social media advertisements will create awareness for the college over the course of FY 2025 in a very targeted and strategic manner.

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*Sean Sullivan*

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

Sean O'Brien Sullivan, Vice President of Business Services

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**Board Officers' Signatures Required:**

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**Mark R. Stephens**  
Chairman

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**Tracy Jennings**  
Secretary

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**Date**

Related forms requiring Board signature: Yes  No

**September 2023**

## **THESE MASTER SERVICES TERMS AND CONDITIONS**

together with the attached Proposal (“Proposal”) and/or any statements of work (“SOW”) or any amendments to the Agreement as signed by the parties (collectively, the “Agreement”), shall begin on the date of signature set forth on the Attachments, as defined below (“Effective Date”), and shall be between the Client as defined in the Attachments (“Client”), and 2060 Digital, LLC (“2060”).

WHEREAS 2060 provides certain digital agency services which may include website design, search engine optimization, PPC, internet marketing, social media management, reputation management and email marketing, or other services as agreed to by the parties and as more specifically set forth herein; and

WHEREAS Client, in reliance on 2060’s representations, is willing to engage 2060 as a non-exclusive, independent contractor to provide Client with certain digital agency services listed above, and as set forth herein;

NOW THEREFORE, in consideration of the obligations herein made and undertaken, the parties, intending to be legally bound, hereby agree as follows:

### **SECTION 1. SCOPE OF SERVICES**

1.1 Statements of Work/Proposal: 2060 shall provide certain professional digital agency services (the “Services”) as set forth in the attached, incorporated and executed Proposal and SOWs (hereinafter, “Attachments”). 2060 shall render such services and deliver the required deliverables (“Deliverables”) in accordance with the timetable and milestones set forth in the Attachments. In the event 2060 anticipates at any time that it will not reach one or more milestones within the prescribed timetables, 2060 shall immediately so inform Client by written notice, submit proposed revisions to the timetable and milestones that reflect 2060’s best estimates of what can realistically be achieved, and continue to work under the original timetable

and milestones until otherwise directed by Client. In the event the revised timetable and milestones are not accepted by Client, this Agreement may be terminated without penalty or cost and payment shall be required only for work completed.

1.2 Change Requests: If either party requests changes or expansions to the Services, Client may request that 2060 prepare a written change request outlining the scope, timetable, Deliverables and fees associated with the proposed change, and the parties will discuss the change request in good faith. The parties are only bound by such changes as are mutually agreed upon and set forth in a new Attachment, which shall be signed by the authorized agents of the Parties.

1.3 Quality of Work: All work shall be performed in a professional manner by employees and independent contractors of 2060 having a level of skill and experience in the area commensurate with the requirements of the Attachments and Services to be performed.

1.4 Cooperation; Necessary Access. Client acknowledges that 2060's ability to provide the Services is dependent upon Client's full and timely cooperation (which Client agrees to provide), as well as the accuracy and completeness of any information, data and materials that Client provides to 2060. Client will provide all necessary access and make available to 2060 all applicable workspace, network access, software, hardware, data, documentation, content and information reasonably required by 2060 to complete the Services. If Client fails to fully and timely cooperate or provide information and data to 2060 as reasonably requested, 2060 may revise or delay the applicable schedule or timing on any Attachments related to the impacted Services. Such delay or revision shall not be considered a breach by 2060 of this Agreement or the applicable Attachments.

1.5 Project Manager. For each Attachment, 2026 will designate an account manager (point of contact) who will have authority to make decisions and will be reasonably accessible to the other party to facilitate delivery of the Deliverables and performance of the Services in accordance with the schedule or timing as set forth on any applicable Attachment. Only the authorized agent of the Client shall have authority to make decisions on behalf of the Client.

## **SECTION 2. TERM OF AGREEMENT**



2.1 Term. This Agreement shall commence on the Effective Date, and unless terminated earlier pursuant to the terms of this Agreement, shall terminate on \_\_\_\_\_. The term of this Agreement shall run as specifically set forth on the signature page of the Proposal, unless extended by written mutual agreement of the parties (“Term”) or otherwise terminated as set forth herein.

2.2. Termination Without Cause. 2060 may, at its sole option, terminate any or all outstanding Services or this Agreement, or any portion thereof, upon providing at least sixty (60) days prior written notice to Client. Client may, at its sole option, terminate this Agreement by providing 2060 at least fifteen (15) days prior written notice to 2060 and shall pay only those fees arising from work completed and delivered.

2.3. Termination With Cause. If either party defaults in the performance of its obligations hereunder and such breach is not cured within thirty (30) days after receipt of notice specifying the nature of the default, the complaining party shall have the right, at its option, to immediately terminate this Agreement at any time subsequent to the thirty (30) day cure period by providing notice to the defaulting party; provided, however, that the cure period for any default with respect to Client’s Fees/Expenses obligations shall be five (5) business days. For clarity purposes, in the event Client fails to meet the cure period with respect to payment obligations, 2060 shall have the right to immediately cease the Services, including but not limited to running ad campaigns.

2.4 Effect of Termination. Upon termination of this Agreement: (i) 2060, upon Client’s request, shall promptly return to Client all copies of Client Materials in 2060's possession or control belonging to and paid for by Client; (ii) Client shall only be required to pay 2060 for the undisputed costs of completed Services as specified in Section 3.1 below and for undisputed, non-refundable pre-approved expenses incurred prior to termination that are eligible for reimbursement under Section 3.1 below; (iii) upon 2060’s receipt of such final payment, 2060 shall promptly deliver all Client Materials and Deliverables pursuant to this Agreement, which shall be deemed Client’s property; and (iv) in the event Client fails to provide 2060 necessary approvals or to respond to 2060’s reasonable requests to complete any outstanding prepaid Services within fifteen (15) days such request or approval has been sent to Client, 2060 shall have no further obligation to complete such outstanding Services, and Client will not be entitled to receive a refund in such instances. The provisions of this Section 2 shall survive any termination or expiration of this Agreement.

### **SECTION 3. PAYMENT OF FEES AND REIMBURSEABLE EXPENSES**

3.1 Fees/Expenses: In return for the Services provided by 2060 to Client, Client agrees to pay the amounts specified in the applicable Attachments (the “Fees”). Once paid, all Fees are non-refundable. 2060 may invoice Client for the Fees specified for the applicable Attachments as agreed to by the parties or upon completion by 2060 of such Services. In addition to the Fees, Client agrees to reimburse 2060 for all reasonable, documented pre-approved out-of-pocket expenses incurred by 2060 in providing the Services. Upon credit approval, Client shall pay to 2060 all undisputed amounts within forty-five (45) days of the date Client receives an invoice for such amounts. Interest shall accrue at a rate of one percent (1%) per month for any undisputed amount not received after forty-five (45) days from date of invoice receipt by Client, and such late payment shall be subject to the termination provisions set forth in section 2.3 of this Agreement.

3.2 Taxes. Client is a unit of local government and is exempt from sales, use and property taxes and shall not be charged, levied or assessed any additional amounts as taxes on the Services provided hereunder. Client shall provide proof of such exemption upon request. 2060 assumes full responsibility for the payment of all federal, state and local taxes incurred by 2060 as a result of this Agreement.

3.3 Third Party Software License Fees. The Services may require a license to software from third parties (“Third Party Software”). Unless those costs are included in the Services, 2060 shall advise Client of the costs and Client shall determine whether such additional costs are acceptable. If any third party requires that Client sign a license agreement, Client agrees to do so as part of this Agreement so long as Client receives the full benefit of access to the product for the entire term of the license, and not only during the term of this Agreement. In any event, Client agrees to comply with the terms and conditions of use of any Third Party Software.

3.4 Fee Increases. Recurring fees are not subject to change during the first year of this Agreement or the relevant Attachments. Thereafter, 2060 may increase the fee for Services on 30 days’ notice to the Client. Client may elect to terminate this Agreement with ten (10) days notice following a fee increase.

#### **SECTION 4. 2060 PERSONNEL**

4.1 2060 shall bear sole responsibility for payment of compensation to its employees and independent contractors. By entering into this Agreement, the parties intend to create the relationship of independent contractor between them. 2060, and its employees and independent contractors, are not the employees, agents, partners, or joint venture of Client. Client will not provide any benefits to 2060 or its employees or independent contractors. 2060 and its employees and independent contractors shall not be entitled to participate in or receive any benefits applicable to employees of Client. 2060 shall, subject to the terms of this Agreement, have the right to contract for similar services with other individuals and businesses. Client agrees that it shall have no right to control or direct the manner or means by which 2060 accomplishes the results of the Services rendered hereunder. 2060 shall obtain all necessary permits and licenses for the operation of its business. 2060 shall pay all taxes, including payroll taxes, insurance and contributions for social security and unemployment, which are measured by wages, salaries, or other remunerations, paid to its employees and independent contractors, levied under existing laws, rules, or regulations. To the extent applicable, 2060 shall also pay self-employment taxes with respect to all amounts paid by Client to 2060 hereunder.

## **SECTION 5. INTELLECTUAL PROPERTY RIGHTS**

5.1 Client Intellectual Property and Materials: Client hereby agrees and commits to provide any and all materials required in the Attachments in order for 2060 to provide Services set forth herein (“Client Materials”). Client hereby represents and warrants to 2060 that Client owns all rights, title and interest in and to the Client Materials, or has received the necessary licenses and permission from the rightful owner(s) if not owned by Client in order to grant the license or sublicense to 2060 hereunder. As such, Client hereby grants 2060 a limited, non-transferable, non-sub licensable limited license to use the Client Materials in order to perform the Services as set forth hereunder.

5.2. 2060 Intellectual Property. Client acknowledges that 2060 has developed and continues to develop, improve and modify certain proprietary tools, software, programs, utilities, processes, methodologies, documents, and strategies (“2060 Intellectual Property”) that it uses and re-uses in providing services to its clients. 2060 retains all rights in 2060 Intellectual Property, and nothing in this Agreement will be deemed to grant any rights to Client or restrict 2060’s rights in any 2060 Intellectual Property. Notwithstanding the foregoing, 2060 grants Client during the Term of this Agreement a non-transferable, non-sub licensable limited license to 2060 Intellectual Property for Client’s internal business purposes as necessary for Client to use any Services provided by 2060 hereunder. No additional license or rights to the 2060 Intellectual Property is granted for use by Client or for the benefit of other parties.

5.3 All rights, titles and interests in and to all the Deliverables specified in any applicable Attachments, including all rights in copyrights and trademark rights thereto, specifically created for Client by 2060, (excluding raw footage, third party stock images, project files, or 2060 Intellectual Property), (collectively, “Client Intellectual Property”) shall be held by Client, and all Client Intellectual Property shall, to the extent possible, be considered works made by 2060 for hire for the benefit of Client. In the event the Client Intellectual Property does not constitute work made by 2060 for hire for the benefit of Client under applicable law, or in the event 2060 otherwise retains any rights to any Client Intellectual Property, 2060 agrees to assign, and upon creation thereof hereby automatically assigns, all rights, titles, and interests in and to such Client Intellectual Property to Client, without further consideration in perpetuity. 2060 agrees to execute any documents of assignment or registration of copyright requested by Client respecting any and all Client Intellectual Property.

5.4 Notwithstanding the above, neither party shall be prevented from making use of know-how and principles learned or experience gained of a non-proprietary and non-confidential nature.

5.5 The rights and obligations set forth in this Section 5 shall survive the termination of this Agreement.

## **SECTION 6. CONFIDENTIAL INFORMATION**

6.1 Each party acknowledges that in order to perform the Services called for in this Agreement, it shall be necessary for each party to disclose to the other party certain trade secret(s) or other confidential and proprietary information, including confidential and proprietary information that has been developed by the other party at great expense and that required considerable effort of skilled professionals (“Confidential Information”). As used herein, the term Confidential Information shall mean any fees paid hereunder, any scientific or technical data, marketing or strategic business information, design, process, procedure, formula, methodology, improvement, or other information a party deems confidential that is commercially valuable to the holding party and not generally known in the industry. All information data provided by the participants or Client and all survey reports and results are hereby deemed Client Confidential Information. Notwithstanding the foregoing, 2060 shall have the right to share, publish, report and use results and data derived from the Services 2060 is providing to Client hereunder, so long as such results and data is in the aggregate and anonymous form (“Aggregate Data”). Client grants 2060 a license to use the Aggregate Data in perpetuity and share the Aggregate Data with third party service providers. Confidential Information shall not include information which:

- a. is independently developed by either party without the use or reference to the other party’s Confidential Information;
- b. can be shown by documentation to have been known by a party at the time of receipt from the other party;

- c. is or becomes publicly available other than through a breach of this Agreement; or
- d. is received from a third party without any obligation of confidentiality as long as such third party did not acquire or disclose such information by a wrongful or tortuous act;

Each party agrees that it shall only use the Confidential Information of the other party in its pursuance of its business relationship with the other party. Each party agrees that it will not disclose the Confidential Information of the other party to any third party except as allowed under this Section 6.1. Each party will restrict the possession, knowledge and use of the other party's Confidential Information to each of its employees and contractors who (i) has a need to know the specific Confidential Information in connection with the purposes set forth in this Section 6.1, and (ii) has entered into a written nondisclosure, so long as it obligates them to protect the Confidential Information to the same or greater degree as required under this Section 6.1. Both parties will ensure that its employees and contractors comply with the term of this Section 6.1 and their respective nondisclosure agreements. Each party may disclose the other party's Confidential Information as required to comply with binding orders of governmental entities that have jurisdiction over it, on the condition that the party disclosing the information (i) gives the other party prior written notice sufficient to allow that party to seek a protective order or other appropriate remedy, (ii) discloses only such information as is required by the governmental entity, and (iii) and uses commercially reasonable efforts to obtain confidential treatment for any Confidential Information so disclosed

6.2 The obligations set forth in this Section 6 shall survive termination of this Agreement and continue for so long as the relevant information remains proprietary or Confidential Information.

## **SECTION 7. REPRESENTATIONS AND WARRANTIES**

7.1 2060 represents and warrants that:

- a. 2060 shall provide the Services to Client in accordance with the terms set forth in this Agreement.
- b. 2060's performance of the Services shall not violate (i) any applicable federal, state and local government laws, regulations; or (ii) the terms of any contracts with third parties.
- c. The Services shall be provided in a professional and worker-like manner and performed by properly-trained and competent personnel who hold current licenses or certifications if required to be so licensed or certified by applicable law.

## 7.2 Client represents and warrants that:

- a. Any Client Intellectual Property (including Client Materials and customer lists) provided by Client to 2060 to perform the Services does not and shall not violate any applicable law, rule, or regulations; any contracts with third parties, including but not limited to any third-party intellectual property rights including patent, trademark, copyright, trade secret, and similar rights;
- b. If applicable, it shall comply with any and all requirements of the California Consumer Protection Act and California Privacy Rights Act, and any and all other applicable privacy laws and regulations;
- c. It shall comply with all rules, regulations, policies, and laws applicable to the type of Services 2060 is providing Client under this Agreement, including but not limited to Digital Advertising Alliance (“DAA”) Self-Regulatory Principles, anti-spam, truth-in-advertising laws, US export control laws and anti-bribery laws.
- d. If applicable and upon request, it shall provide 2060 a link to its current privacy policy;
- e. It shall pay 2060 for the Services provided to it by 2060 in accordance with the terms set forth in this Agreement;
- f. It has the right and authority to enter into this Agreement.
- g. It will, where applicable, at a minimum, maintain on its website a privacy policy that includes: (i) a clear and conspicuous notification to all customers that any data will be collected and used for targeted online advertising; (ii) notice that third parties may use cookies, web beacons, and similar technologies to collect and receive information from Client’s website; (iii) notice that Client may use any information collected to provide measurement services and target ads and may share the information with 2060 in connection with services 2060 is providing to Client; and (iv) a notification and active link allowing for any consumer to opt-out of the collection and use of the information for ad targeting; and
- h. It will abide by the terms of the privacy policy posted to its website.

## **SECTION 8. INDEMNIFICATION AND EXCLUSION OF DAMAGES**

8.1 2060 hereby agrees to indemnify and hold Client harmless from and against any and all third party claims, demands, and actions, and any liabilities, damages, or expenses resulting therefrom, including court costs and reasonable attorney fees, arising out of or relating to any breach of the obligations, representations and warranties made by 2060 as set forth herein. The obligations under this Section 8.1 shall survive the termination of this Agreement for any reason. Client agrees to give 2060 prompt notice of any such claim, demand, or action and shall, to the extent the party is not adversely affected, cooperate fully with 2060 in defense and settlement thereof.

8.2 Client hereby agrees to indemnify and hold 2060 harmless from and against any and all claims, demands, and actions, and any liabilities, damages, or expenses resulting therefrom, including court costs and reasonable attorney fees, arising out of or relating to any breach of the obligations, representations and warranties made by Client as set forth in the Agreement. The obligations under this Section 8.2 shall survive the termination of the Agreement for any reason. 2060 agrees to give Client prompt notice of any such claim, demand, or action and shall, to the extent the party is not adversely affected, cooperate fully with Client in defense and settlement thereof.

8.3 EXCEPT FOR THE EXPRESS REPRESENTATION AND WARRANTY SET FORTH IN SECTION 7 HEREOF, 2060 MAKES NO REPRESENTATIONS OR WARRANTIES, EXPRESS OR IMPLIED, WHETHER WRITTEN OR ORAL, EITHER IN FACT OR BY OPERATION OF LAW, BY STATUTE, OR OTHERWISE, UNDER THIS AGREEMENT AND ADVERTISER SPECIFICALLY WAIVES ANY CLAIM IT HAS OR MAY HAVE IN THE FUTURE AGAINST 2060 FOR BREACH OF ANY TYPE OF WARRANTY, INCLUDING WITHOUT LIMITATION, MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. 2060 DOES NOT GUARANTEE ANY SPECIFIC RESULTS OF THE SERVICES PROVIDED HEREUNDER WILL BE ERROR FREE, UNINTERRUPTED OR NONINFRINGING.

8.4 NOTWITHSTANDING THE FOREGOING, NEITHER PARTY SHALL BE LIABLE FOR ANY CONSEQUENTIAL, INCIDENTAL, SPECIAL, PUNITIVE OR EXEMPLARY DAMAGES WHETHER ARISING UNDER CONTRACT, WARRANTY, OR TORT (INCLUDING NEGLIGENCE OR STRICT LIABILITY) OR ANY OTHER THEORY OF LIABILITY, REGARDLESS OF WHETHER SUCH PARTY KNEW OR SHOULD HAVE KNOWN OF THE POSSIBILITY OF SUCH DAMAGES. NOTWITHSTANDING ANY OTHER PROVISIONS OF THIS AGREEMENT, 2060'S TOTAL LIABILITY TO CLIENT HEREUNDER, WHETHER ARISING OUT OF CONTRACT, TORT OR OTHERWISE, SHALL BE LIMITED TO THE GREATER OF THE TOTAL AMOUNT PAID BY CLIENT TO 2060 UNDER AN APPLICABLE ATTACHMENT, OR TO THE MAXIMUM EXTENT OF 2060'S APPLICABLE INSURANCE COVERAGE.

8.5 No Equitable Relief. Notwithstanding any other provision to the contrary contained in this Agreement, Client acknowledges and agrees that (a) monetary damages at law are a fully adequate remedy to compensate Client for any breach or threatened breach of this Agreement by 2060, and (b) an action at law for monetary damages is Client's sole and exclusive remedy for any such breach. No breach by 2060 of this Agreement will entitle Client to equitable relief, including specific performance, injunctive relief, rescission or any other form of equitable remedy. Without limiting the generality of the immediately preceding two sentences, Client shall

not seek equitable relief to rescind this Agreement or any grant of rights to 2060 hereunder or seek injunctive relief to enjoin or otherwise restrain or limit the Services, or any rights therein.

## **SECTION 9. General Data Privacy Regulation (“GDPR”)/European Economic Area (“EEA”)**

9.1 Client hereby acknowledges that 2060 does not provide Services to any natural person located within the EEA. Client represents and warrants it shall not transmit, transfer, or otherwise make available to 2060, any personal data as defined in the GDPR, which is identified or identifiable to any natural person, either directly or indirectly, who is located within the EEA. Client represents and warrants to 2060 that in the event Client does collect any personal data from any natural person located within the EEA, that Client is solely responsible for and shall be compliant with the GDPR requirements during the Term of this Agreement.

## **SECTION 10. MISCELLANEOUS**

10.1 2060 shall have the right to identify the Client as a customer and showcase the Client Intellectual Property created by 2060 hereunder as examples of 2060’s work, on 2060’s website, social media pages, and in marketing materials, but Client shall have the ability to have its name and Client Intellectual Property removed from 2060’s website, social media pages, and marketing materials any time for reasonable cause.

10.2 Neither party shall assign or transfer this Agreement without the prior written consent of the other party. Notwithstanding the foregoing, 2060 may assign this Agreement in whole or in part to a present or future wholly-owned subsidiary without obtaining Client’s express written consent.

10.3 This Agreement shall be governed by and interpreted under the laws of the State of Ohio without regard to its or any other jurisdiction’s conflict of laws provisions. The parties hereby expressly consent and submit to the exclusive jurisdiction of either the federal or state district courts located in Ohio.

10.4 All remedies available to either party for one or more breaches by the other party are and shall be deemed cumulative and may be exercised



separately or concurrently without waiver of any other remedies. The failure of either party to act in a breach of this Agreement by the other shall not be deemed a waiver of such breach or a waiver of future breaches, unless such waiver shall be in writing and signed by the party against whom enforcement is sought.

10.5 All notices required or permitted hereunder shall be in writing addressed to the respective parties as set forth in the Attachments, unless another address shall have been designated, and shall be delivered by email with return receipt requested, by hand or by registered or certified mail, postage prepaid.

10.6 The prevailing party in any legal action brought by one party against the other arising out of this Agreement shall be entitled, in addition to other rights and remedies it may have, to reimbursement for its expenses, including court costs and reasonable attorneys' fees.

10.7 2060 will not unlawfully discriminate against any individual on the basis of age, race, color, sex, gender, sexual orientation, religion, national origin, citizenship, genetics, handicap, military or veteran status, or any other characteristic protected by law in providing services to Client.

10.8 In the event 2060 or Client is unable to perform, with reasonable effort, any of its obligations under this Agreement due to any of the following events – war; natural or man-made disasters; actions, advisories or decrees of governmental bodies; telecommunications carriers and other suppliers; natural emergencies (whether declared or undeclared); hostility; public disturbances; strikes, boycotts or other labor disputes or work stoppages; failure or interruption of transportation or other utilities; epidemics; pandemics; or terrorist activities -- then the parties' obligations under this Agreement shall be suspended until performance becomes possible again with reasonable effort assuming Services are still required and timely under the Agreement.

10.9 This Agreement constitutes the entire agreement of the parties hereto and supersedes all prior representations, proposals, discussions, and communications, whether oral or in writing. This Agreement may be modified or updated at any time by 2060 and in such instances, 2060 shall provide you with notice of such modification or updates.

10.10 The parties covenant and agree that, subsequent to the Effective Date and without any additional consideration, each of the parties shall execute and deliver any further legal

instruments and perform any acts which are or may become necessary to effectuate the purposes of this Agreement.

10.11 During the Term of this Agreement and for a period of one (1) year after any termination or expiration hereof, neither party shall directly or indirectly solicit for employment, employ or retain as an independent contractor any of the other party's personnel who participated in the procurement or providing of any Services under this Agreement.

10.12 In the event of a conflict or an inconsistency between these Terms and Conditions and any Attachments agreed to by the parties, the language in the Attachments shall govern.

10.13 Each party shall, during the Term of this Agreement, maintain adequate insurance levels to protect against liability arising from its own negligence or misconduct in connection with its obligations, representations and warranties as set forth herein.

10.14 . If any provision of this Agreement is found to be invalid or unenforceable by a court of competent jurisdiction, such provision, or the applicable part of it, shall be severed from the remainder of this Agreement, which will otherwise remain in full force and effect.

2060 DIGITAL PARTNERSHIP

# INVESTMENT

This 2060 Digital investment recap is based on the material and descriptions provided within this proposal.

Facebook/Instagram: Awareness Based	\$15,500
TikTok: Awareness Based	\$11,000
Snapchat: Awareness Based	\$11,000
Behavioral Display	\$11,000
YouTube TruView	\$11,500
Total: \$60,000	

TikTok: Awareness Based	Fee: No Fee	\$0
Snapchat: Awareness Based	Fee: No Fee	\$0

- 12-month agreement, which can be canceled after 90 days from the campaign launch date, upon 30 days written notice, except for SEO services which can be canceled after 180 days, upon 30 days written notice.
- Your company will be billed the last week of each month beginning 07/15/2024
- Campaign setup start upon receipt of signed contract
- Campaign launch 07/15/2024
- Scope(s) of work on the following pages

Quoted rates are guaranteed for 30-days from time of presentation.  
After 30 days these rates may need to be re-quoted due to fluctuation in product pricing.

By signing below, you hereby agree to the terms of this Proposal, as well as the Master Services Terms and Conditions, located at <https://2060digital.com/terms/>, which are incorporated by this reference.

Sean Sullivan, VP of Business Services

Date

Triton College

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

Meeting of June 18, 2024

ACTION EXHIBIT NO. 17077

**SUBJECT: AGREEMENT WITH HUBBARD CHICAGO (101.9 THE MIX)**

**RECOMMENDATION:** That the Board of Trustees approve the purchase of radio advertisements to be paid to Hubbard Radio, 101.9 The Mix, for Fiscal Year 2025 enrollment. The advertisements will run throughout Fiscal Year 2025 at a cost not to exceed \$35,550.

**RATIONALE:** The advertisements, which include “added value promotions” to be worked out with Triton College for each campaign, will promote Triton College brand awareness and registration throughout Fiscal Year 2025.

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*Sean Sullivan*

**Submitted to Board by:** \_\_\_\_\_  
Sean O'Brien Sullivan, Vice President of Business Services

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**Board Officers' Signatures Required:**

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**Mark R. Stephens**  
Chairman

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**Tracy Jennings**  
Secretary

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**Date**

Related forms requiring Board signature: Yes  No

# Proposed On-Air Schedule on 101.9 The MIX



Flight Dates: 07/15/2024 - 06/15/2025

Demo: P 18+

Radio Market: CHICAGO

Survey: FEB24 / JAN24 / NOV23

Geography: Metro

Qual. Survey: Scarborough R2 2023: Aug22-Sep

Qual. Selection: Qualitative Adjustment Selected

Qualitative: Scarborough R2 2023: Aug22-Sep23 (Zip code of residence: 60104 OR Zip code of residence: 60163 OR Zip code of residence: 60155 OR Zip code of residence: 60546 OR Zip code of residence: 60513 OR Zip code of residence: 60707 OR Zip code of residence: 60130 OR Zip code of residence: 60131 OR Zip code of residence: 60160 OR Zip code of residence: 60164 OR Zip code of residence: 60706 OR Zip code of residence: 60162 OR Zip code of residence: 60141 OR Zip code of residence: 60153 OR Zip code of residence: 60155 OR Zip code of residence: 60546 OR Zip code of residence: 60526 OR Zip code of residence: 60153 OR Zip code of residence: 60160 OR Zip code of residence: 60165 OR Zip code of residence: 60171 OR Zip code of residence: 60163 OR Zip code of residence: 60164 OR Zip code of residence: 60706 OR Zip code of residence: 60546 OR Zip code of residence: 60164 OR Zip code of residence: 60165 OR Zip code of residence: 60068 OR Zip code of residence: 60706 OR Zip code of residence: 60631 OR Zip code of residence: 60634 OR Zip code of residence: 60656 OR Zip code of residence: 60301 OR Zip code of residence: 60302 OR Zip code of residence: 60304 OR Zip code of residence: 60153 OR Zip code of residence: 60160 OR Zip code of residence: 60305 OR Zip code of residence: 60171 OR Zip code of residence: 60634 OR Zip code of residence: 60707 OR Zip code of residence: 60160 OR Zip code of residence: 60018 OR Zip code of residence: 60176 OR Zip code of residence: 60634 OR Zip code of residence: 60165 OR Zip code of residence: 60154)

	Daypart	Spots	Length	Unit Rate	Qual P 18+ Average Rating	Qual P 18+ Net Reach	Qual P 18+ Frequency	Qual P 18+ GIs	Total Cost
<b>Radio Total</b>		<b>360</b>		<b>\$98.75</b>	<b>0.2%</b>	<b>65,200</b>	<b>3.7</b>	<b>243,000</b>	<b>\$35,550.00</b>
<b>WTMX-FM</b>		<b>360</b>		<b>\$98.75</b>	<b>0.2%</b>	<b>65,200</b>	<b>3.7</b>	<b>243,000</b>	<b>\$35,550.00</b>
Flight A - 18 wks (07/15, 07/22, 07/29, 08/05, 08/12, 12/16, 12/23, 12/30, 01/06, 01/13, 04/21, 04/28, 05/05, 05/12, 05/19, 05/26, 06/02, 06/09)									
		360		\$98.75	0.2%	65,200	3.7	243,000	\$35,550.00
<b>One Week Total</b>		<b>20</b>		<b>\$98.75</b>	<b>0.2%</b>	<b>10,600</b>	<b>1.3</b>	<b>13,500</b>	<b>\$1,975.00</b>
	M-F 6A-7P	5	30	\$250.00	0.2%	4,500	1.1	5,000	\$1,250.00
	M-F 7P-12M	5	30	\$50.00	0.1%	1,300	1.2	1,500	\$250.00
	Sa-Su 9A-9P	5	30	\$75.00	0.2%	3,000	1.2	3,500	\$375.00
	M-Su 6A-12M	5	30	\$20.00	0.2%	3,400	1.0	3,500	\$100.00

-360 :30 commercials on 101.9 The MIX

-243,300 Gross Impressions within Triton's Zips EXCLUSIVELY

-Reaching 65,200 Adults 18+ with a 3.7x Frequency

-TBD Added Value Promotions to be worked out with Triton College for each campaign

Sean Sullivan, VP of Business Services

Date

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

Meeting of June 18, 2024

ACTION EXHIBIT NO. 17078

**SUBJECT: AGREEMENT WITH EFFECTV - A COMCAST COMPANY**

**RECOMMENDATION:** That the Board of Trustees approve the purchase of television and digital advertisements to be paid to Effectv - a Comcast Company for Fiscal Year 2025. The advertisements will support Fiscal Year 2025 enrollment and will run throughout Fiscal Year 2025. The total cost will not exceed \$85,450 (\$45,450 – digital; \$40,000 – television).

**RATIONALE:** The advertisements will promote Triton College brand awareness and registration throughout Fiscal Year 2025.

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*Sean Sullivan*

**Submitted to Board by:** \_\_\_\_\_  
Sean O'Brien Sullivan, Vice President of Business Services

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**Board Officers' Signatures Required:**

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**Mark R. Stephens**  
**Chairman**

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**Tracy Jennings**  
**Secretary**

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**Date**

Related forms requiring Board signature: Yes  No

There's  
a place  
for you.



**Triton College**  
triton.edu

TRITON COLLEGE

# Campaign Strategy



05/28/2024



# Our Recommendation

Campaign Dates	07/15/2024 - 08/18/2024
TV Reach / Frequency	55.3% / 2.7x
Est. Monthly TV Impressions / Total TV Impressions	25,053 / 50,107
Est. Monthly TV Commercials / Total TV Commercials	1,753 / 3,507
Est. Number of Networks	42
Est. Monthly Streaming Video Imps / Total Streaming Video Imps	N/A
Sports programming will be included in each semester campaign	\$1,650
<b>Total Media Investment</b>	<b>\$15,150</b>

On behalf of the above-named Advertiser, you acknowledge receipt of the above recommendation, represent and warrant that you are authorized to execute insertion orders or place advertising schedules on behalf of the Advertiser, and authorize Effectv to implement the above recommendation. You also acknowledge and agree that all insertion orders or schedules placed by or on behalf of Advertiser are subject to Effectv's Advertiser Terms and Conditions, and before the distribution of ads under any insertion orders or schedules can occur, Advertiser must execute Effectv's Advertiser Terms and Conditions

Accepted and Agreed

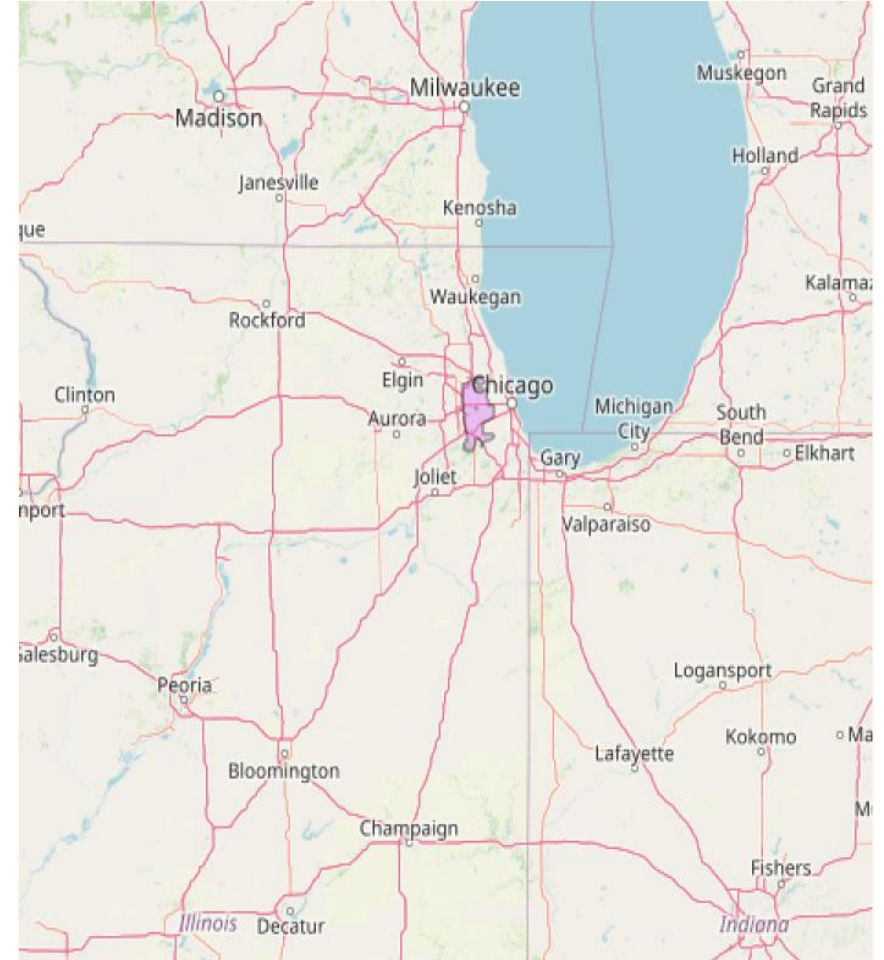
Advertiser: \_\_\_\_\_ Name: Sean Sullivan Title: VP of Business Services

Authorized Acceptance: \_\_\_\_\_

Date: \_\_\_\_\_

The Estimated Monthly TV Impressions are based on the average Nielsen impression forecasts for each network and are summed across all networks in the schedule. Actual impression clearances will be based on the time and network in which each individual spot airs. Effectv's spot and clearance information provided during a broadcast month is preliminary and may vary from final verifications and/or invoices. Other impressions, CPM, reach, frequency, or spot estimates provided by Effectv are for informational purposes only and may not be used for billing purposes. Proposal is representative of inventory/rates as of 05/25/2024 but is not guaranteed and may vary from your final schedule as inventory availability may change.

TV
  STREAMING
  TV & STREAMING

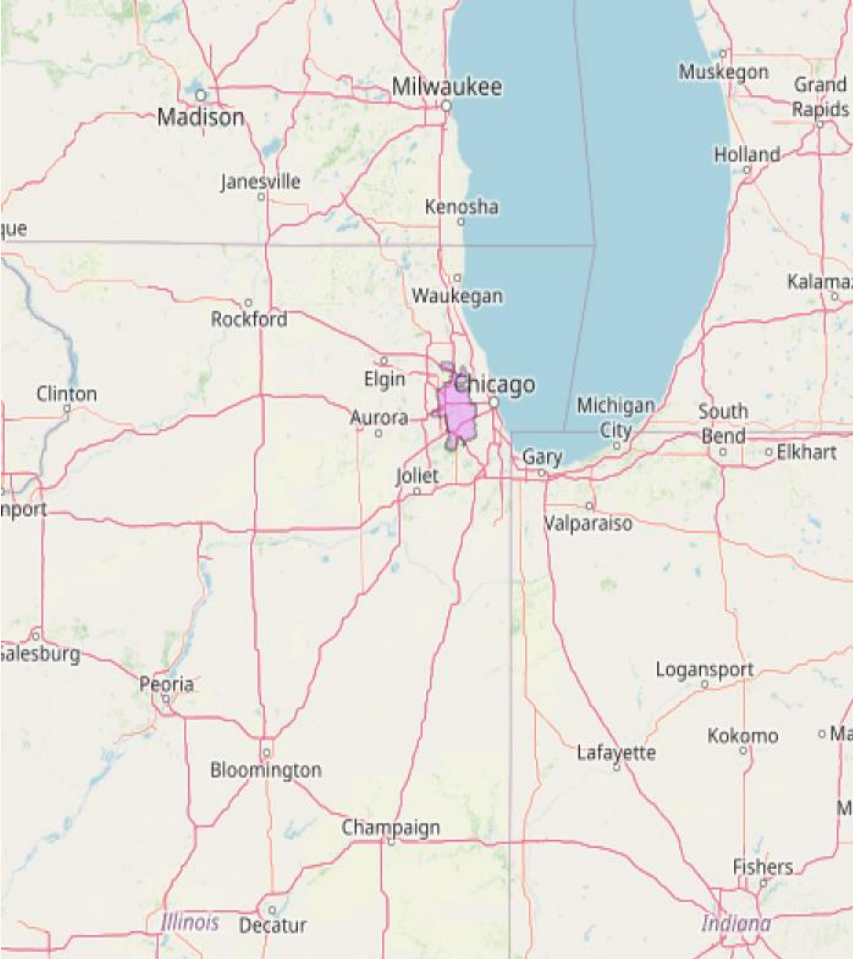




# Our Recommendation

Campaign Dates	12/16/2024 - 01/19/2025
TV Reach / Frequency	52.9% / 2.3x
Est. Monthly TV Impressions / Total TV Impressions	26,594 / 53,189
Est. Monthly TV Commercials / Total TV Commercials	1,756 / 3,512
Est. Number of Networks	43
Est. Monthly Streaming Video Imps / Total Streaming Video Imps	N/A
Sports programming will be included in each semester campaign	\$1,650
<b>Total Media Investment</b>	<b>\$15,150</b>

TV
  STREAMING
  TV & STREAMING



On behalf of the above-named Advertiser, you acknowledge receipt of the above recommendation, represent and warrant that you are authorized to execute insertion orders or place advertising schedules on behalf of the Advertiser, and authorize Effectv to implement the above recommendation. You also acknowledge and agree that all insertion orders or schedules placed by or on behalf of Advertiser are subject to Effectv’s Advertiser Terms and Conditions, and before the distribution of ads under any insertion orders or schedules can occur, Advertiser must execute Effectv’s Advertiser Terms and Conditions

Accepted and Agreed

Advertiser: \_\_\_\_\_ Name: Sean Sullivan Title: VP of Business Services

Authorized Acceptance: \_\_\_\_\_

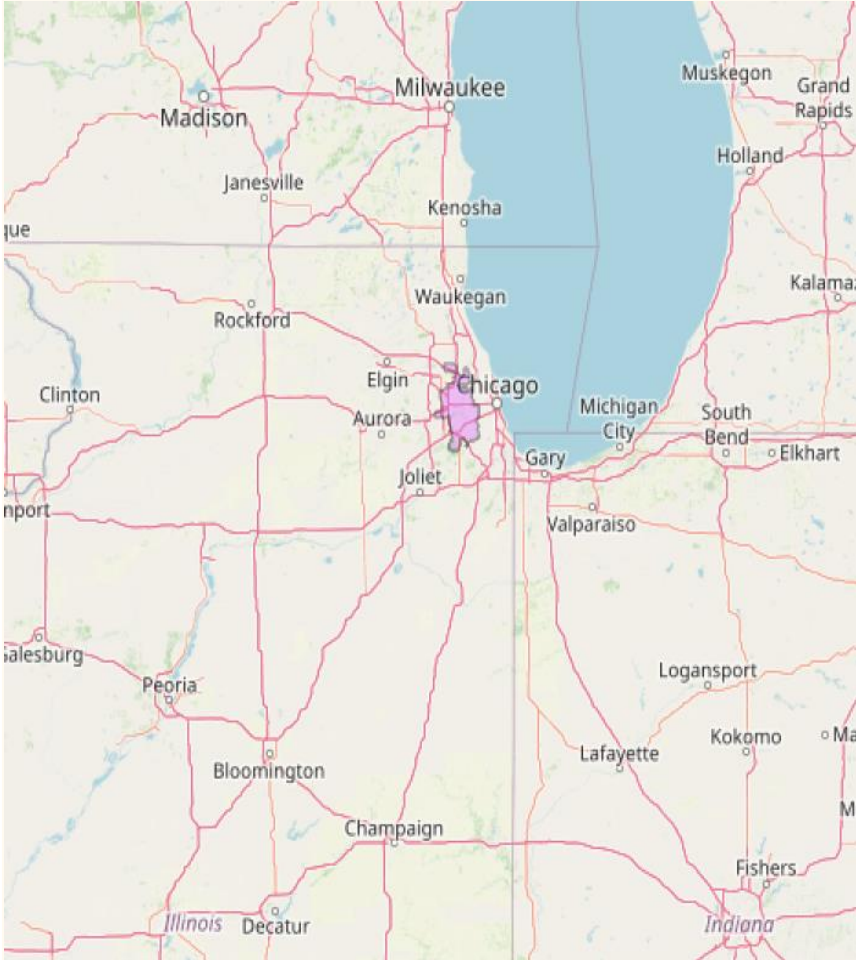
Date: \_\_\_\_\_

The Estimated Monthly TV Impressions are based on the average Nielsen impression forecasts for each network and are summed across all networks in the schedule. Actual impression clearances will be based on the time and network in which each individual spot airs. Effectv’s spot and clearance information provided during a broadcast month is preliminary and may vary from final verifications and/or invoices. Other impressions, CPM, reach, frequency, or spot estimates provided by Effectv are for informational purposes only and may not be used for billing purposes. Proposal is representative of inventory/rates as of 05/28/2024 but is not guaranteed and may vary from your final schedule as inventory availability may change.

# Our Recommendation

Campaign Dates	04/21/2025 - 06/15/2025
TV Reach / Frequency	53.6% / 2.6x
Est. Monthly TV Impressions / Total TV Impressions	22,563 / 67,689
Est. Monthly TV Commercials / Total TV Commercials	1,156 / 3,470
Est. Number of Networks	38
Est. Monthly Streaming Video Imps / Total Streaming Video Imps	N/A
Sports programming will be included in each semester	\$1,650.
<b>Total Media Investment</b>	<b>\$15,150</b>

TV
  STREAMING
  TV & STREAMING



On behalf of the above-named Advertiser, you acknowledge receipt of the above recommendation, represent and warrant that you are authorized to execute insertion orders or place advertising schedules on behalf of the Advertiser, and authorize Effectv to implement the above recommendation. You also acknowledge and agree that all insertion orders or schedules placed by or on behalf of Advertiser are subject to Effectv’s Advertiser Terms and Conditions, and before the distribution of ads under any insertion orders or schedules can occur, Advertiser must execute Effectv’s Advertiser Terms and Conditions

Accepted and Agreed

Advertiser: \_\_\_\_\_ Name: Sean Sullivan Title: VP of Business Services

Authorized Acceptance: \_\_\_\_\_ Date: \_\_\_\_\_

The Estimated Monthly TV Impressions are based on the average Nielsen impression forecasts for each network and are summed across all networks in the schedule. Actual impression clearances will be based on the time and network in which each individual spot airs. Effectv’s spot and clearance information provided during a broadcast month is preliminary and may vary from final verifications and/or invoices. Other impressions, CPM, reach, frequency, or spot estimates provided by Effectv are for informational purposes only and may not be used for billing purposes. Proposal is representative of inventory/rates as of 05/28/2024 but is not guaranteed and may vary from your final schedule as inventory availability may change.

TRITON COLLEGE

# Effectv Streaming Summary

A digital solution to complement your multiplatform TV strategy

## 1. Effectv Streaming- TV Audience Targeting

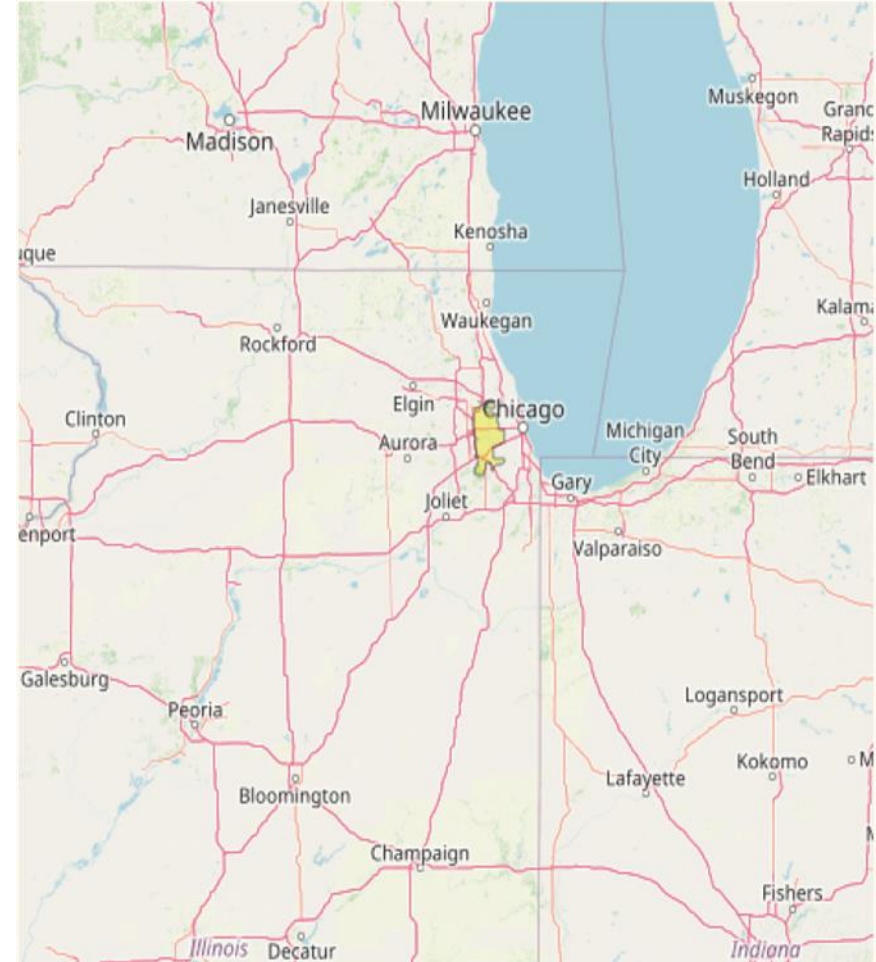
Campaign Dates: 07/15/2024 - 06/15/2025  
GeoType: Zones  
Zones: Chicago/Oak Park IL\_6231  
Impressions: 156,250  
Target Audience: Primary Language Spanish  
Investment: \$5,000  
CPM: \$32

## 2. Effectv Streaming- TV Audience Targeting

Campaign Dates: 07/15/2024 - 06/15/2025  
GeoType: Zones  
Zones: Chicago/Oak Park IL\_6231  
Impressions: 1,093,750  
Target Audience: Adults 18-34  
Investment: \$35,000  
CPM: \$32

Advertiser: \_\_\_\_\_ Name: Sean Sullivan Title: VP of Business Services

**Total Streaming Impressions** 1,250,000  
**Total Streaming Investment** \$40,000



The Estimated Monthly TV Impressions are based on the average Nielsen impression forecasts for each network and are summed across all networks in the schedule. Actual impression clearances will be based on the time and network in which each individual spot airs. Effectv's spot and clearance information provided during a broadcast month is preliminary and may vary from final verifications and/or invoices. Other impressions, CPM, reach, frequency, or spot estimates provided by Effectv are for informational purposes only and may not be used for billing purposes. Proposal is representative of inventory/rates as of 05/25/2024 but is not guaranteed and may vary from your final schedule as inventory availability may change.

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

Meeting of June 18, 2024

ACTION EXHIBIT NO. 17079

**SUBJECT: AGREEMENT WITH UNIVISION COMMUNICATIONS INC.**

**RECOMMENDATION:** That the Board of Trustees approve the purchase of radio advertisements, Web banners, broadcast streaming ads, and additional recruitment opportunities to be paid to Univision Communications Inc. Additional recruitment opportunities may include contests with the station, appearances by the radio station talent, and various events to promote Triton College. The advertisements will run throughout Fiscal Year 2025 in support of Fiscal Year 2025 enrollment, at a cost not to exceed \$31,820.

**RATIONALE:** The advertisements will promote Triton College brand awareness and registration throughout Fiscal Year 2025.

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*Sean Sullivan*

**Submitted to Board by:** \_\_\_\_\_  
Sean O'Brien Sullivan, Vice President of Business Services

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**Board Officers' Signatures Required:**

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**Mark R. Stephens**  
Chairman

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**Tracy Jennings**  
Secretary

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**Date**

Related forms requiring Board signature: Yes  No



From: Michael Nathan  
 Phone: (312) 404-7241  
 Email: mnathan@univision.net  
 5/24/2024 3:06 PM

Flight Dates: 04/21/2025 - 06/15/2025  
 Demo: P 18+

Radio Market: CHICAGO  
 Survey: APR24  
 Geography: Metro

ScheduleDescription:  
 Triton Sumer 2025

	Daypart	Daypart Code	Spots	Length	Unit Rate	Total Cost	Average Rating	Net Reach	Frequency	Gls	CPM	GRPs
<b>Radio Total</b>			<b>144</b>		<b>\$53.61</b>	<b>\$7,720.00</b>	<b>0.1%</b>	<b>332,100</b>	<b>1.9</b>	<b>616,800</b>	<b>\$12.47</b>	<b>8.8</b>
<b>WPPN-FM</b>			<b>56</b>		<b>\$64.29</b>	<b>\$3,600.00</b>	<b>0.1%</b>	<b>192,900</b>	<b>1.6</b>	<b>317,600</b>	<b>\$11.28</b>	<b>4.0</b>
Flight A - 8 wks (04/21, 04/28, 05/05, 05/12, 05/19, 05/26, 06/02, 06/09)												
			56		\$64.29	\$3,600.00	0.1%	192,900	1.6	317,600	\$11.28	4.0
<b>One Week Total</b>			<b>7</b>		<b>\$64.29</b>	<b>\$450.00</b>	<b>0.1%</b>	<b>34,900</b>	<b>1.1</b>	<b>39,700</b>	<b>\$11.28</b>	<b>0.5</b>
	M-F 7P-10P		2	30	\$25.00	\$50.00	0.0%	5,700	1.1	6,000	\$8.33	0.0
	M-Su 6A-12M	ROS	1	30	\$0.00	\$0.00	0.1%	6,100	1.0	6,100	\$0.00	0.1
	M-F 3P-7P	PM	4	30	\$100.00	\$400.00	0.1%	23,000	1.2	27,600	\$14.49	0.4
<b>WVIV-FM</b>			<b>88</b>		<b>\$46.82</b>	<b>\$4,120.00</b>	<b>0.0%</b>	<b>135,700</b>	<b>2.2</b>	<b>299,200</b>	<b>\$13.77</b>	<b>4.8</b>
Flight A - 8 wks (04/21, 04/28, 05/05, 05/12, 05/19, 05/26, 06/02, 06/09)												
			88		\$46.82	\$4,120.00	0.0%	135,700	2.2	299,200	\$13.77	4.8
<b>One Week Total</b>			<b>11</b>		<b>\$46.82</b>	<b>\$515.00</b>	<b>0.0%</b>	<b>29,100</b>	<b>1.3</b>	<b>37,400</b>	<b>\$13.77</b>	<b>0.6</b>
	M-F 3P-7P	PM	6	30	\$65.00	\$390.00	0.1%	23,300	1.3	29,400	\$13.27	0.6
	M-F 7P-12M	EVE	5	30	\$25.00	\$125.00	0.0%	7,200	1.1	8,000	\$15.63	0.0

The first demo listed is the Primary Demo.

This report was created in TAPSCAN using the following Radio information: CHICAGO; APR24; Metro; Multiple Dayparts Used; P 18+; See Detailed Sourcing Page for Complete Details.

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From: Michael Nathan  
 Phone: (312) 404-7241  
 Email: mnathan@univision.net  
 5/24/2024 3:06 PM

**Schedule Grand Totals: 8 Weeks**

Stations	Spots	Unit Rate	Total Cost	Average Rating	Net Reach	Frequency	GIs	CPM	GRPs
Radio Total	144	\$53.61	\$7,720.00	0.1%	332,100	1.9	616,800	\$12.47	8.8
WPPN-FM	56	\$64.29	\$3,600.00	0.1%	192,900	1.6	317,600	\$11.28	4.0
WWIV-FM	88	\$46.82	\$4,120.00	0.0%	135,700	2.2	299,200	\$13.77	4.8

Accepted by Station

Date

Sean Sullivan, VP of Business Services

Date

This station does not discriminate in the sale of advertising time and will accept no advertising which is placed with an intent to discriminate on the basis of race, gender or ethnicity. Advertiser hereby certifies that it is not buying broadcasting air time under this advertising sales contract for a discriminatory purpose, including but not limited to decisions not to place advertising on particular stations on the basis of race, gender, national origin or ancestry.

The first demo listed is the Primary Demo.

This report was created in TAPSCAN using the following Radio information: CHICAGO; APR24; Metro; Multiple Dayparts Used; P 18+; See Detailed Sourcing Page for Complete Details.

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Univision Digital Plan  
Media Plan Details: Multi-Product

Campaign Name: Triton July 2024-June 2025  
Account Executive: Michael Nathan  
Advertiser: Triton College  
Agency Name: Direct

Placement	Total Imps	Net CPM	Net Cost
TU Display Plus	120000	10 \$	1,200.00
TU Display Plus	150000	10 \$	1,500.00
TU Online Video Plus	76923.07692	26 \$	2,000.00
TU Streaming Plus	52631.57895	38 \$	2,000.00
TU Audio Streaming Plus	300000	10 \$	3,000.00
TU Display Plus	120000	10 \$	1,200.00
TU Display Plus	150000	10 \$	1,500.00
TU Online Video Plus	76923.07692	26 \$	2,000.00
TU Streaming Plus	52631.57895	38 \$	2,000.00
TU Display Plus	270000	10 \$	2,700.00
TU Online Video Plus	76923.07692	26 \$	2,000.00
TU Streaming Plus	78947.36842	38 \$	3,000.00
		TOTAL INVESTMEN	\$24,100

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Sean Sullivan, VP of Business Services



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

Meeting of June 18, 2024

ACTION EXHIBIT NO. 17080

**SUBJECT: AGREEMENT WITH SHI INTERNATIONAL CORP**

**RECOMMENDATION:** That the Board of Trustees approve an Agreement with SHI International Corp for 170 Tableau Cloud Viewer licenses and 5 Tableau Cloud Creator licenses. The Agreement shall be effective from July 1, 2024 through June 30, 2025. Triton College will pay \$27,465.65 for these licenses.

**RATIONALE:** Tableau is a data analytics and visualization platform used by the College for data analysis, visualization, and dissemination of institutional data. Currently the platform uses an on-premise server. This Agreement will replace that server with a cloud-based server provided by Tableau and increase the number of Viewer licenses from 100 to 170. Having the platform on a cloud-based server simplifies the maintenance and frequent upgrades required for the server. With the increase of Viewer licenses from 100 to 170 all full-time faculty will be able to have access to the platform.

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*Sean Sullivan*

**Submitted to Board by:** \_\_\_\_\_  
Sean O'Brien Sullivan, Vice President of Business Services

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**Board Officers' Signatures Required:**

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**Mark R. Stephens**  
Chairman

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**Tracy Jennings**  
Secretary

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**Date**

Related forms requiring Board signature: Yes  No





Pricing Proposal  
Quotation #: 24850433  
Created On: 5/13/2024  
Valid Until: 7/31/2024

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## IL-Triton College

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## Inside Account Manager - Public Sector

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### Kurian Tharakunnel

2000 FIFTH AVE.  
ATTN: ACCOUNTS PAYABLE  
River Grove, IL 60171  
United States  
Phone: 708-4560-0300  
Fax:  
Email: kuriantharakunnel@triton.edu

### Jenna Valvano

300 Davidson Ave  
Somerset, NJ 08873  
Phone: 732-667-2768  
Fax:  
Email: jenna\_valvano@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 Tableau Cloud - Viewer Tableau - Part#: 200001772 Contract Name: Open Market Contract #: Open Market Coverage Term: 7/1/2024 – 6/30/2025	170	\$140.84	\$23,942.80
2 Tableau Cloud - Creator Tableau - Part#: 200001770 Contract Name: Open Market Contract #: Open Market Coverage Term: 7/1/2024 – 6/30/2025	5	\$704.57	\$3,522.85
		<b>Total</b>	<b>\$27,465.65</b>

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### Additional Comments

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Please note: additional manufacturer terms and conditions may apply. Your inside sales team will reach out to you with updates as needed.

- Your order is non-cancelable
- Your use of the services provided is governed by the Main Services Agreement found at [https://www.salesforce.com/content/dam/web/en\\_us/www/documents/legal/Salesforce\\_MSA.pdf](https://www.salesforce.com/content/dam/web/en_us/www/documents/legal/Salesforce_MSA.pdf) and the order form supplement found at [www.tableau.com/ofs](http://www.tableau.com/ofs)
- Your use of these subscriptions are subject to the Supplemental Terms for Eligible Nonprofits and Educational Institutions available at <https://www.salesforce.com/company/legal/agreements.jsp>
- Triton College shall be entitled to a credit in the approximate amount of \$\_\_\_\_, which final amount shall be determined as of the day of such credit.

Please note, if Emergency Connectivity Funds (ECF) will be used to pay for all or part of this quote, please let us know as we will

need to ensure compliance with the funding program.

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date listed above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order. For any additional information including Hardware, Software and Services Contracts, please contact an SHI Inside Sales Representative at (888) 744-4084. SHI International Corp. is 100% Minority Owned, Woman Owned Business. TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

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*The products offered under this proposal are Open Market and resold in accordance with the terms and conditions at [SHI Online Customer Resale Terms and Conditions](#).*

Fire Alarm System Testing / Service – FY25

1 firm submitted bids for the Fire Alarm System Testing Service – FY25. An advertisement for bid was placed in the Chicago Tribune - West Cook County Zone. Immediately after the closing hour for receiving bids, which was at 1:30 p.m. local time, Tuesday, May 14, 2024, the bids were publicly opened and read aloud in room A-300 by Danielle Stephens, Purchasing, and John Lambrecht, O & M.

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

Recommendation along with tabulation is attached.


COMPANY

NET COST

Commercial Alarm Systems  
120 King Street  
Elk Grove Village, IL 60007

\$92,250.00

APPROVED:



Sean O'Brien Sullivan  
Vice President – Business Services

A/C Number 02-70100510-530400015  
A/C Name Maintenance Services FY25

Budget	\$	1,345,000.00
Prev. Expend.	\$	0.00
Schedule	\$	29,750.00
Balance	\$	1,315,250.00

A/C Number 02-70100510-530400015  
A/C Name Maintenance Services FY26

Budget	\$	1,345,000.00
Prev. Expend.	\$	0.00
Schedule	\$	30,750.00
Balance	\$	1,314,250.00

A/C Number 02-70100510-530400015  
A/C Name Maintenance Services FY27

Budget	\$	1,345,000.00
Prev. Expend.	\$	0.00
Schedule	\$	31,750.00
Balance	\$	1,313,250.00

## Memorandum

May 14, 2024

To: Sean Sullivan  
V.P. Business Services

From: John Lambrecht  
Associate Vice President, Facilities



RE: Fire Alarm Testing / Service – FY25



Operations & Maintenance

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Triton College received 1 bid from vendors for Fire Alarm Testing / Service – FY25.

The lowest, qualified bidder was Commercial Alarm Systems, in the Bid amount of \$62,250.00 for FY25, FY26, and FY27 Fire Alarm System Testing plus T & M Service Rates of \$215/hour RT, \$245/hour OT, and \$295/hour DT plus 15% Markup on Material.

I have carefully reviewed the bid and recommend that the bid should be awarded to Commercial Alarm Systems in the amount of \$62,250.00 for Testing Plus an allowance of \$30,000.00 for Service and Materials for a 3 Year Total of \$92,250.00.

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

John



TRITON COLLEGE  
DISTRICT #504

SCHEDULE B46.20  
VOLUME XLVI  
June 18, 2024

Triton College Connect Newsletter

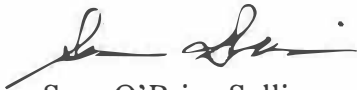
The following firms have been invited to submit bids for printing the Triton College Connect Newsletter. An advertisement for bid was placed in the Chicago Tribune - West Cook County Zone. Thirty (30) companies were directly solicited. Immediately after the closing hour for receiving bids, which was at 1:30 p.m. local time, Thursday, May 23, 2024, the bids were publicly opened and read aloud in room A-300 by Danielle Stephens, Purchasing Manager and witnessed by Nancy Schafer, Purchasing Assistant.

COMPANY	NET COST
FCL Graphics Inc. 4600 N Olcott Ave Harwood Heights, IL 60706	\$36,480.00

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

Recommendation along with tabulation is attached.

APPROVED:



Sean O'Brien Sullivan  
Vice President – Business Services

A/C Number	01-80300520-540200005 FY25
A/C Name	Marketing-Printing
Budget	\$ 293,000.00
Prev. Expend	83,279.32
Schedule	36,480.00
Balance	173,240.00

**MEMORANDUM**

**To: Sean Sullivan**

**From: Sam Tolia**

**Date: 05/23/24** 

**Re: Bid Results**

Six printers submitted a bid for the printing of the Connect Newsletter 2024/25. The bid is for four issues. These bids are based on printing 142,500 copies of a 4 page self-cover. Prints four-color on 60# Gloss Text throughout with no bleed.

The bid is as follows:

Aradius Group	\$68,274.24
Indiana Printing	\$66,959.68
Woodward Printing	\$45,575.92
Precise Printing Network	\$41,520
Breese Publishing	\$40,481.16
FCL Graphics	\$36,480

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Accepting the bid from FCL Graphics is recommended.

Triton College Connect Newsletter

Bid Tabulation

Vendor Name:		Ardius Group	FCL	Woodward Printing	Indiana Printing	Precise Printing Network	Breese Publishing
<b>Cost per issue</b>							
Quantity 142,500 per issue	\$	\$ 16,163.56	\$ 9,120.00	\$ 11,393.98	\$ 16,739.92	\$ 10,380.00	\$ 10,120.29
Cost per additional 1000 copies		\$ 105.00	\$ 58.00	\$ 79.57	\$ 117.47	\$ 69.00	\$ 75.00
Ink: 4 color process		Included	Included	Included	Included	Included	Included
Paper: 60# gloss text		Included	Included	Included	Included	Included	Included
Delivery		Included	Included	Included	Included	Included	Included
Simplified mailing (142,250 copies)		Included	Included	\$ 17,100.00	Included	Included	Included
Other costs		postage					
Total cost per issue for 142,500 copies per issue	\$	\$ 17,068.56	\$ 9,120.00	\$ 11,393.98	\$ 16,739.92	\$ 10,380.00	\$ 10,120.29
<b>Total cost for 4 issues (total cost X 4)</b>	\$	\$ 68,274.24	\$ 36,480.00	\$ 45,575.92	\$ 66,959.68	\$ 41,520.00	\$ 40,481.16



## SPECIFICATIONS

### Name

Triton College Connect Newsletter - 4 issues printed and mailed at various times throughout our fiscal year (July 2024 through June 2025).

### Quantity

142,500 per issue; give price for additional M's.

### Size and bindery

4 page self-cover (One 21 x 12.5 sheet folded to 10.5 x 12.5).

### Ink

Four-color (process) throughout.

### Paper

60# gloss text Note: Clearly indicate whether or not cost of paper is included in base price of bid.

### Bleeds

No bleeds.

### Copy

Files provided via e-mail.

### Turnaround

Each issue will require a ten-day turnaround.

### Proofs

A PDF of the complete job is to be submitted to Triton College for approval before printing.

### Delivery

**142,250** copies to be prepared for simplified mailing and delivered to the CAROL STREAM POST OFFICE 550 Fullerton Ave, Carol Stream, IL 60188.

**250** copies delivered to Triton College.

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

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

Quote cost per thousand for simplified mailing.

PRINTER MUST PROVIDE TRITON COLLEGE WITH A CURRENT SUBSCRIPTION OF USPS CERTIFIED DELIVERY STATISTICS OR COMPARABLE ZIP CODE/CARRIER ROUTE INFORMATION THAT IS USPS certified and VALID WITHIN 90 DAYS BEFORE THE MAILING DATE (Must Submit with final bid, or the bid will be deemed incomplete). The mailing is prepared by the printer in accordance with the Domestic Mail Manual Eligibility Standards (343.6.0)

Printer should also reference DMM (345.6.0 up to and including 345.6.10.6) to be assured all Postal Regulations are met. (Triton College can NOT make any exceptions to these requirements.)

Printer should furnish to Lori Silvestri at Triton College, N-100, a completed, signed receipt of all SCHEDULES DELIVERED, INCLUDING THOSE SENT TO THE POST OFFICE.

In the event that you have any questions regarding the mail preparation, you can contact Lori Ann Silvestri at [lorisilvestri@triton.edu](mailto:lorisilvestri@triton.edu) or (708)456-0300 EXT. 3812.

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

If additional information or clarification is needed, please phone SAM TOLIA, DIRECTOR OF MARKETING SERVICES, AT (708)456-0300, EXT. 3172.

Castle Printech  
121 Industrial Drive  
DeKalb, IL 60115

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

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

ColorArt  
Attn: Brad Chandler  
101 Workman Court  
Eureka, MO 63025

Creasey Printing Services  
1905 Morning Sun Ln  
Springfield, IL 62711

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

United Graphics LLC  
1864 S Elmhurst Rd  
Mt. Prospect, IL 60056

Midstates Inc  
4820 Capital Ave NE  
Aberdeen, SD 57401

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

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

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

Creekside Printing  
1175 Davis Road  
Elgin, IL 60123

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

Regional Publishing Corp  
12243 S Harlem  
Palos Heights, IL 60463

John S Swift  
999 Commerce Ct  
Buffalo Grove, IL 60089

Woodward Printing Services  
11 Means Drive  
Platteville, WI 53818

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

The Viking Printing Group  
497 Widgeon Ln  
Bloomington, IL 60108

Custom Services  
120 W Laura Drive  
Addison, IL 60101

Vouge Printers  
820 S Northpoint Blvd  
Waukegan, IL 60085

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

PA Hutchison Company  
400 Pen Ave  
Mayfield, PA 18433

Indiana Printing  
775 Indian Springs Rd  
Indiana, PA 15701

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

Data Reproduction Corporation  
4545 Glenmeade Lane  
Auburn Hills, MI 48326

Topweb  
5450 N Northwest Highway  
Chicago, IL 60630

EP Graphics  
169 Jefferson St  
Berne, IN 46711

Envision3  
225 Madsen Dr  
Bloomingdale, IL 60108

The Printing Works II Inc  
7750 Archer Rd  
Justice, IL 60458

North Shore Printers  
535 S Sheridan Rd  
Waukegan, IL 60085