

**Sauk Valley Community College  
June 26, 2023**

**Action Item 4.4**

**Topic:**                   **Contract Approval – Baker Group- Sauk Valley Community College Building Automation System Service Agreement**

**College Health Metric:**           **Campus Environment – College facilities and grounds are clean and updated. The campus is safe, secure and welcoming.**

**Presented By:**           **Dr. David Hellmich, Kent Sorenson, and Rich Groleau**

**Presentation:**

The College has used Baker Group to update and troubleshoot its Building Automation System. The services include troubleshooting problems in the system, making changes in the programming, assisting with installation of updated equipment, and teaching Sauk staff related processes.

The agreement with Baker Group will have a three-year term beginning on July 1, 2023. The three-year contract amount for services totals \$39,156/ \$13,052 per year, which includes 96 onsite hours per year along with 24/7 technical support.

Contracts related to interconnect equipment, software, and services are exempt from public solicited bids under the Public Community College Act (110 ICLS 805/3-27.1) and SVCC Board Policy (305.01). The contract will be funded through College unrestricted resources (the Operations & Maintenance Fund).

**Recommendation:**

The administration recommends the Board approve the contract with Baker Group totaling \$39,052 for a three-year term beginning on July 1, 2023, and ending on June 30, 2026.



**Baker Group**  
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May 2, 2023

Rich Groleau  
Sauk Valley Community College  
Director of Facilities  
173 IL-2  
Dixon, IL 61021

Re: Maintenance Contract for Sauk Valley Community College

Dear Rich,

Thank you very much for the confidence you have placed in Baker Group! The anniversary date of the Sauk Valley Community College Building Automation System Service Agreement is June 30th, 2023. Good maintenance programs will extend your equipment life, optimize your energy efficiency, keep your building occupants comfortable and protect the overall value of your facility assets.

Baker Group is pleased to extend the existing program that you presently enjoy for an additional year for the price of \$13,052.00 (A %3 increase from last year (plus applicable taxes). If you wish to continue with your present scope of services, no action is necessary. Please provide any purchase order number you would like referenced.

For the stability of your future maintenance budget, we would like to offer you the same scope of service for a 3-year period through June 30th, 2025 for the fixed annual price of \$13,052.00 (billed annually, plus applicable taxes). This price is guaranteed for 3 years! To accept this option for a 3-year price lock, please sign, date the bottom of this letter, and return it within 10 days of the anniversary date of your agreement.

Thank you again for the opportunity to assist you with the important maintenance of your building systems. Any additional work will require your approval and will be billed at preferred customer labor rates. If you have any questions, or I may be of additional service, please call me directly at [pourroyj@thebakergroup.com](mailto:pourroyj@thebakergroup.com) or the phone numbers above.

Sincerely,

3 YEAR TERM APPROVED BY:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Jared Pourroy  
Account Executive