

**Sauk Valley Community College**  
**July 27, 2020**

**Action Item 4.4**

**Topic:**                   **Equipment Purchase – Manikin for Radiologic Technology**

**Strategic Direction:** **Objective 2.6 – Improve semester-to-semester retention rates.**

**Presented By:**       **Dr. David Hellmich and Dr. Jon Mandrell**

**Presentation:**

In light of the College’s response to COVID-19 safety precautions, it is necessary to provide the vital equipment that minimizes contact with students for safety and meets the professional standards of industry. Sauk’s Radiologic Technology Program has identified positioning manikins as being an instructional need for the opening of the fall semester. These manikins enable students to conduct simulation tests that would have previously been performed on live patients. Due to the time constraints to acquire the equipment and the need to provide this essential instruction in August, quotes for the two manikins were received.

**Procurement Rules:**

The Public Community College Act (110 ILCS 805/3-27.1) and Sauk Valley Community College Board Policy (305.01) require purchases involving an expenditure in excess of \$25,000 to be let to the lowest responsible bidder considering conformity with specifications, terms of delivery, quality, and serviceability, after due advertisement. The Public Community College Act and Sauk Valley Community College Board Policy allow an exemption to this requirement where funds are expended in an emergency and such emergency expenditure is approved by 75% of the members of the Board.

**Funding Source:**

The purchase will be made using the College’s Restricted Funding Bond Proceeds.

**Recommendation:**

After researching options with faculty and staff, administration determined Armstrong Medical Industries provides the College with the best manikins in terms of delivery, functionality, and value. Armstrong Medical Industries also provided the lesser cost of the two quotes received, and the company’s headquarter is located in Illinois.

Due to the emergency need of these items and surpassing the \$25,000 amount required for procurement, the administration recommends Board approval to purchase two manikins from Armstrong Medical Industries in the amount of \$27,842.