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ADOPTED
BOARD OF TRUSTEES OF
COMMUNITY COLLEGE DISTRICT NO. 508

BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508 APR 14 1999
County of Cook and State of Illinois

COUNTY OF COOK
AND STATE OF ILLINOIS

PRINTING OF VIEW BOOK
DISTRICT OFFICE

THE CHANCELLOR

REPORTS

that there is a need to produce 7,500 copies of a District view book which provides an overview of programs and services, and will be used as a marketing tool for the Colleges and District Office; and approximately 1000 copies are needed immediately for distribution at the AACC conference in Nashville on April 6, 1999; and

that specifications were prepared by District Office Purchasing staff, publicly advertised as required by law, bids were received, representative printing samples were reviewed by the Office of Public Relations, and the low bidder is recommended:

VENDOR	TOTAL BID
Columbia Graphics Corporation Chicago	\$ 24,075.00
United Letter Service Chicago	\$ 25,394.02
Rider Dickerson, Inc. Chicago	\$ 26,600.00

that four other firms were not considered because of not meeting specifications of the project; and two other firms submitted bids which contained bonafide errors and were permitted to withdraw their bids; and

that the Chancellor has waived M/WBE requirements in accordance with provisions of the M/WBE Plan.

THE CHANCELLOR

RECOMMENDS

that the Board of Trustees ratifies the Chairman's pre-approval to issue a purchase order in the total amount of \$24,075.00 to Columbia Graphics Corporation, 2640 N. Paulina, Chicago, for printing of 7,500 view books in accordance with specifications dated 3-9-1999.

FINANCIAL

\$24,075.00 -- Educational Fund

Respectfully submitted:

Wayne D. Watson
Chancellor

April 14, 1999