

JUN 3 - 1999

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

COUNTY OF COOK
AND STATE OF ILLINOIS

ARCHITECTURAL DRAWING CONVERSION SERVICES
DISTRICT OFFICE

THE CHANCELLOR

REPORTS

that there is a need for services to convert building drawings from hard copy to a digital computer readable format for West Side Technical Institute, Humboldt Park Vocational Education Center, and Wright College in order to update files in the Office of Facilities Planning and to provide information to outside consultants; and

that the architectural firm of Stowell Cook Frolichstein Inc., 33 W. Grand, Chicago, can provide the required services at a total cost of \$36,805.00; and

that these services are exempt from competitive bidding requirements pursuant to Section 3-27.1 of the Illinois Public Community College Act; and

that Stowell Cook Frolichstein Inc. has provided similar services in the past and has a satisfactory relationship with the District.

THE CHANCELLOR

RECOMMENDS

that the Board of Trustees approves the issuance of a purchase order in the total amount of \$36,805.00 to Stowell Cook Frolichstein Architects, 33 W. Grand, Chicago, for the required conversion services as described above.

FINANCIAL

\$36,805.00 -- Educational Fund

Respectfully submitted:

Wayne D. Watson
Chancellor

June 3, 1999