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

CONVERSION OF MINOLTA OPTICAL DISK SYSTEM
WASHINGTON COLLEGE AND WRIGHT COLLEGE

THE CHANCELLOR

REPORTS

that in 1997 and 1998 Wright and Washington Colleges purchased document imaging systems and maintenance services from Minolta Business Systems; these systems are used to maintain student transcript records and originally replaced the old Kodak microfilm systems; Minolta has maintained these systems since their installations, but the company has now established a relationship with Lebenson Advanced Systems, Gurnee, IL to install new software and convert its current Minolta customers to a web-based computer storage system; and

that as part of this arrangement, Lebenson has proposed to complete the necessary conversion for a total cost of \$23,740.00, which represents a savings of approximately \$22,000 for the software component; staff recommends approval for the proposal from Lebenson; the new web-based system will greatly facilitate the student transcript records retention process; and

that this purchase of software and services is exempt from the District's competitive bidding requirements.

THE CHANCELLOR

RECOMMENDS

An agreement
that the Board of Trustees approves ~~the issuance of a purchase order~~ in the total amount of \$23,740.00 to Lebenson Advanced Systems, Gurnee, IL to complete the conversion of the Minolta optical disk storage systems at Wright and Washington Colleges.

FINANCIAL

Educational Fund – \$23,740.00

Respectfully submitted:


Wayne D. Watson
Chancellor

April 4, 2002