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

PURCHASING /PROCUREMENT CARD PROPOSAL  
OFFICE OF FINANCE  
ALL COLLEGES AND DISTRICT OFFICE  
(RESCIND BOARD REPORT NO. 22967 DATED 12-07-01)

THE CHANCELLOR

REPORTS

that in Board Report No. 22967, dated December 7, 2001, the Board approved a contract with LaSalle Bank National Association, Chicago, IL for the provision of a Purchasing Card program for CCC; and

that the staff recommends that the Board rescind Board Report No. 22967, dated December 7, 2001; and

that the staff recommends approval for the proposal from Bank One, Chicago, IL for the provision of a Purchasing Card (P-card) program for the District; the purpose of the P-card is to provide a payment mechanism to reduce the expense of traditional purchase order processing primarily for small dollar and routine transactions; staff prepared an RFP during July and August 2001 to solicit proposals from area banks for a P-card program; the following banks responded to the RFP: Bank One, Chicago, LaSalle Bank, N.A., Chicago; Harris Bank, Chicago.; and

that staff evaluated the proposals based on the following criteria: experience and past performance, ability to provide comprehensive transaction reporting and to integrate with internal financial systems, p-card features, controls and benefits, pricing/fees/rebate incentives, etc.; and based on staff's evaluation of the proposals as per these criteria, staff recommends acceptance of the proposal from Bank One, Chicago Chicago, IL; and

that the proposal from Bank One, Chicago is in compliance with the District's M/WBE requirements.

THE CHANCELLOR

RECOMMENDS

that the Board of Trustees rescind Board Report No. 22967, dated December 7, 2001 and approve a contract with Bank One, Chicago, Chicago, IL for the provision of a Purchasing Card program for CCC, and that the Chairman is authorized to execute any documents pertaining to these services on behalf of the Board.

Respectfully submitted,

Wayne D. Watson  
Chancellor

o.k.  
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6/27/02

July 11, 2002