

25044

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

DEC - 5 2003

COUNTY OF COOK
AND STATE OF ILLINOIS

PRINT MANAGEMENT SYSTEM
WRIGHT, WASHINGTON, TRUMAN AND MALCOLM X COLLEGES

THE CHANCELLOR

REPORTS

that there is a need to establish a formal agreement with Today's Business Solutions, Lemont, IL. for print management systems at the above-named colleges; these systems and software have been in use since 2000 and allow the colleges to track student printing from the internet to college printers, collect \$.10 per print from students, and receive \$.07 of the per-print collections - approximately \$40,000 annually for all colleges - to cover printer supply costs (paper, toner); in addition, implementation of the print management systems has reduced overall print volume and the associated supply costs by approximately 35% ; these systems also control paper usage and require no personnel to assist patrons; and

that college staff have utilized these systems successfully on a demonstration basis at no cost to the college and recommend approval to enter into an agreement with Today's Business Solutions to continue the program on an on-going basis through June 30, 2006; and

that this purchase is exempt from the District's competitive bidding requirements.

THE CHANCELLOR

RECOMMENDS that the Board of Trustees authorize the Chairman to enter into an agreement with Today's Business Solutions, Lemont, IL to continue the print management systems and services at the above-named colleges through June 30, 2006.

Respectfully submitted:

Wayne D. Watson
Chancellor

December 5, 2003