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

DOCUTECH MAINTENANCE AGREEMENT
WRIGHT COLLEGE
(Amend Board Report 24050 dated October 9, 2003)

THE CHANCELLOR

REPORTS

that in Board Report 24050 dated October 9, 2003 the Board approved a one-year service agreement with Certus One, Minneapolis, MN to perform annual maintenance for the Xerox Docutech machine at Wright College, for an estimated total cost of \$18,900, which was a significant savings from the previous Xerox service contract; and that based on the service level provided through the year, staff recommends renewing the agreement with Certus One for a two-year period from October 1, 2004 through September 30, 2006; and

that Certus One has proposed to provide service during this period at a lower rate than last year, for a total estimated annual cost of \$15,360.00 based on 350,000 copies per month; staff recommends acceptance for the Certus One proposal; and

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

THE CHANCELLOR

RECOMMENDS

that the Board of Trustees authorize the Chairman to enter into a two-year service agreement with Certus One, Minneapolis, MN for the service and maintenance of the Xerox Docutech NP-135 at Wright College for the period of October 2004 through September 30, 2006.

FINANCIAL

\$30,720.00 – 530000-00003-7070100

Respectfully Submitted:

Wayne D. Watson
Chancellor

October 6, 2004