

**26769**

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

IMAGING SERVICES INCLUDING COPIER EQUIPMENT, MAINTENANCE & SUPPLIES  
ALL COLLEGES  
(Amend Board Report #22648 Dated June 7, 2001)

THE CHANCELLOR

REPORTS

that in Board Report 22648 dated June 7, 2001 the Board approved entering into an agreement with Canon Business Solutions, Chicago for the supply of digital copier equipment throughout the District, as well as for providing other imaging services as needed for the period of July 1, 2001 through June 30, 2005 with the option to renew for three additional one-year periods based on satisfactory performance; specifically, the contract currently provides for 1) the use of 243 digital copiers on a cost per copy basis at 1.39 cents per copy, including all supplies and service, and 2) the use of 7coin-operated copiers at the college libraries at no cost to the District with the opportunity for profit sharing based on a cumulative volume of 40,000 copies per month for the District; in addition, Canon has demonstrated the ability to produce the college course schedules on their large duplicating system (Canon 110), so there is the potential to bring large outside printing contracts in-house and achieve additional savings; and

that based on Canon's satisfactory performance during the initial contract period, including the initial installation, subsequent service and overall performance managing the installation, and CCC spent approximately \$500,000 with Canon in FY 2005, staff recommends acceptance to approve a one-year option to renew the current contract for imaging services for the period of July 1, 2005 through June 30, 2006; and

that the Office of M/WBE Contract Compliance has reviewed the above referenced purchasing opportunity and has determined that Canon Business Solutions is in compliance with the Board approved Contract Compliance Plan.

THE CHANCELLOR

RECOMMENDS

that the Board of Trustees authorizes the Chairman to execute an agreement with Canon Business Solutions, Chicago, IL to renew the contract for imaging services for the District for the period of July 1, 2005 through June 30, 2006.

FINANCIAL

As Needed - Educational Fund

Respectfully submitted,

Wayne D. Watson  
Chancellor

June 9, 2005