

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

**MANUAL PRINTING FOR ALL COLLEGES
 STUDENT SERVICES
 ACADEMIC AFFAIRS**

THE CHANCELLOR

REPORTS

that it is necessary to print 10,000 copies of the Student Policy Manual, 50 copies of the Student Government Association Manual and 200 copies of the Testing Manual for Student Affairs for all Colleges; and

that bid specifications were prepared by District Procurement staff and publicly advertised; and

that specifications were mailed to 10 firms and the following responsive and responsible bids were received:

Bidder	Total Bid Price
Sir Speedy Printing 311 S. Wacker Drive Chicago, IL 60606	\$9,176.95
FedEx Kinko's AT&T 227 W. Monroe Chicago, IL	\$11,684.75
D & D Business, Inc. 7830 Quincy Street Chicago, IL 60527	\$12,480.00
Duplica Inc. 228 S. Wabash Avenue Chicago, IL 60604	\$13,655.00

that staff has reviewed the submitted bids, and recommends acceptance of the low bid from Sir Speedy Printing; and

that the requested printing services in the amount of \$9,176.95 will exceed \$10,000 paid to this vendor in Fiscal Year 2007; the additional payment of \$9,176.95 requires Board approval; and

that the Office of M/WBE has reviewed the above referenced manual printing project and has determined that Sir Speedy Printing (certified WBE) is in compliance with the Board approved Participation Plan.

THE CHANCELLOR

RECOMMENDS

that the Board of Trustees authorize the issuance of a purchase order in the amount of \$9,176.95 to Sir Speedy Printing for the printing of various student manuals in accordance with Sealed Bid# IW0624 dated August 7, 2006.

FINANCIAL

\$9,176.95- Educational Fund 542100 0003 0000126 00029

Respectfully submitted:

Wayne Watson
 Chancellor