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ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
JUNE 20, 2007

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

POSTAGE MACHINE SERVICE MAINTENANCE
HAROLD WASHINGTON, KENNEDY KING, MALCOLM X, OLIVE HARVEY AND WRIGHT

THE CHANCELLOR

REPORTS that there is a need to enter into a service maintenance agreement for the postage mailing machines for Harold Washington, Kennedy King, Malcolm X, Olive Harvey, and Wright Colleges; and

that the colleges have recently purchased postage mailing machines from Pitney Bowes, which has a State of Illinois contract for mailing equipment; which meets the Post Office digital requirements, and includes the mail shipping processor, electronic scale, accounting software and the colleges recommends approval of the maintenance agreement at a total cost of \$27,268 from July 01, 2007 through June 30, 2008

<u>College</u>	<u>Estimated Amount</u>
Olive Harvey	\$12,819.00
Malcolm X	\$ 4,925.00
Wright	\$ 3,619.00
Harold Washington	\$ 405.00
Kennedy King	<u>\$ 5,500.00</u>
Total	\$27,268.00

that this maintenance service is made from the manufacturer of the equipment where the provision of parts, maintenance, and service can be best performed by manufacturer, and that maintenance service is exempt from the District's competitive bidding requirements ; and

that the Office of M/WBE Contract Compliance has reviewed the above referenced service maintenance agreement and since Pitney Bowes performs all of its equipment maintenance with in-house staff and there are no opportunities for subcontracting, it is recommended that a waiver from compliance from the Board approved Participation Plan be granted.

THE CHANCELLOR

RECOMMENDS that the Board of Trustees authorizes the Chairman to enter into a service maintenance agreement for the postage mailing machines from July 1, 2007 through June 30, 2008 with Pitney Bowes, Stamford, CT in the total amount of \$27,268.00.

FINANCIAL \$27,268.00 – Educational Fund 00003 Various Campuses/Departments 00086 00000
0000000 534500

Respectfully submitted:

Wayne D. Watson
Chancellor