

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

**PRINTING OF COLLEGE COURSE SCHEDULES AND STUDENT NEWSPAPERS**  
**DISTRICT WIDE**

**THE CHANCELLOR**

**REPORTS**

that there is a need for printing services for college course schedules and student newspapers for various campuses at City Colleges of Chicago; and

that a Request for Proposal (RFP) was prepared based on estimated annual needs provided by the Colleges, publicly advertised, and ten (10) firms were notified; a pre-proposal conference was held on July 14, 2008, and the following three (3) firms submitted proposals on August 5, 2008: Regional Publishing Corp., United Graphics & Mailing Group, and V. G. Reed & Sons, Louisville, KY, with proposed costs as follows:

<b>Firms</b>	<b>Estimated Annual Total Cost</b>
Regional Publishing Corp. 12243 S. Harlem Ave. Palos Heights, IL 60463	\$540,847.00 <b>Course Schedules and Student Newspapers</b>
United Graphics & Mailing Group 2200 Estes Ave. Elk Grove Village, IL 60007	\$1,403,023.00 <b>Course Schedules and Student Newspapers</b>
V. G. Reed & Sons, Inc. 1002 S. Twelfth Street Louisville, KY 40210	\$908,571.00 <b>Course Schedules only</b>

that the submitted proposals were reviewed and ranked in accordance with the evaluation criteria contained in the RFP by the evaluation team, which consisted of staff from Olive-Harvey, Harold Washington, Malcolm X, Truman College and M/WBE Contract Compliance; and

that based on the highest ranking score, the evaluation committee recommends acceptance of the proposal from Regional Publishing Corp., the firm determined to be best qualified at the lowest cost, for a not to exceed annual amount of \$540,847.00 to provide printing services for college course schedules and newspapers for the City Colleges of Chicago; and

that the Office of M/WBE Contract Compliance has reviewed the above referenced district wide printing of college course schedules and newspapers and has determined that Regional Publishing Corp. is using VGI Press (a certified MBE) for 25% and North Shore Printers (a certified WBE) for 7% and thus is in compliance with the Board approved Participation Plan.

**THE CHANCELLOR**

**RECOMMENDS** that the Board of Trustees authorize the Chairman to enter into an agreement with Regional Publishing Corp. for a not to exceed annual amount of \$540,847.00 for a period of five (5) years beginning November 6, 2008 through November 5, 2013 with an option to extend for two (2) additional years in accordance with RFP# NU0810 dated July 7, 2008.

**FINANCIAL** Not to exceed annual amount of \$540,847.00 – Various Funds

Respectfully submitted:

Wayne D. Watson  
Chancellor

**November 6, 2008 District Office – Academic Affairs**