

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

COPIER PAPER VENDORS
DISTRICTWIDE

THE CHANCELLOR

REPORTS

that there is a need to utilize various paper vendors throughout the District to take advantage of best prices for paper due to the fluctuation of the market, for the supply and delivery of copier paper; and

that the campuses and District Office have obtained quotes as needed to obtain the best prices for copier paper; and

that approval was given under Board Report# 27158 to utilize the ICCSPC (Illinois Community College System Procurement Consortium) contract, and that the ICCSPC contracted with Midland Paper Company for copier paper, however due to market fluctuation prices for copier paper, Midland increased the contract pricing with ICCSPC, and is unable to lock a firm fixed price for copier paper; and

that the Campuses and Departments are requesting approval to get quotes for copier paper from the vendors listed below to take advantage of best price for copier paper as needed for a two year period; and

that the following vendors are presented for approval through June 30, 2010:

<u>Vendor</u>	<u>Actual Usage FY08</u>	<u>Annual Estimated Usage FY 09-FY10</u>
Bren Products Co (MBE)	\$36,532	\$45,000
Illinois Paper Company	\$65,149	\$70,000
Murnane Paper Company	\$61,623	\$70,000
Unisource Co	\$55,632	\$50,000
Lewis Paper Place	\$ 9,693	\$15,000
Active Copier Co., Inc. (MBE)	\$ 0,000	\$ 5,000
Merchandise Distributors K.W., Inc. (MBE)	\$ 0,000	\$ 5,000
Midland Paper Co.	<u>\$48,410</u>	<u>\$50,000</u>
Total	\$277,039	\$310,000

that duplicating supplies are exempt from the District's formal competitive bidding procurement process; and

that the Office of M/WBE Contract Compliance has reviewed the above referenced copier paper purchases and has determined that since the above listing includes certified minority vendors and since there are no certified WBE vendors providing these goods, it has been determined that the above process of including certified MBE vendors is in compliance with the Board approved Participation Plan.

THE CHANCELLOR

RECOMMENDS that the Board of Trustees authorizes the Chairman to approve the issuance of purchase orders, through June 30, 2010 from the vendors and amounts listed above for a total annual amount not to exceed \$310,000.

FINANCIAL \$310,000 –Annually- Various Funds, Various Campuses/Departments, Various Accounts

Respectfully submitted:

Wayne D. Watson
Chancellor

November 6, 2008- Office of Finance- District Wide