

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 maximize the best price for paper due to the volatile market for firms to commit to a firm price 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 contract with Unisource for copier paper will terminate effective January 31, 2008 until an analysis of the consortium paper volume can be assessed before a new solicitation can be released to lock prices based on the consortium paper volume; and

that the Campuses and Departments will be required to obtain quotes for copier paper from the vendors below; and

that the following vendors are presented for approval through June 30, 2008:

<u>Vendor</u>	<u>Estimated Amount</u>
Bren Products Co (MBE)	\$20,000
Illinois Paper Company	\$66,000
Murnane Paper Company	\$50,000
Unisource Co	\$50,000
Lewis Paper Place	\$15,000
Active Copier Co., Inc. (MBE)	\$10,000
Merchandise Distributors K.W., Inc. (MBE)	\$10,000
Midland Paper co.	<u>\$10,000</u>
Total	\$231,000

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 it has been determined that the above process of inclusion 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 for Fiscal Year 2008, through June 30, 2008 for the vendors and amounts listed above for a total amount not to exceed \$231,000.

FINANCIAL

\$231,000 – Various Funds, Various Campuses/Departments,
Various Accounts

Respectfully submitted:

Wayne D. Watson
Chancellor

January 16, 2008- Office of Finance- District Wide