

**31225**  
**ADOPTED – BOARD OF TRUSTEES COMMUNITY**  
**COLLEGE DISTRICT NO. 508**  
**NOVEMBER 3, 2011**

**BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508**  
**COUNTY OF COOK AND STATE OF ILLINOIS**

**XEROGRAPHIC PAPER**  
**BREN PRODUCTS COMPANY**  
**JOINT PURCHASE AGREEMENT**  
**DISTRICT-WIDE**

**THE CHANCELLOR RECOMMENDS:**

that the Board of Trustees approves the issuance of purchase orders to Bren Products Company for the purchase of xerographic paper District Wide, as referenced in contract 184871, with the City of Chicago, for the period from October 1, 2008 through September 30, 2011 and renewed from July 20, 2011 through September 30, 2012, at a total cost not to exceed \$400,000.

**VENDOR:** Bren Products Company  
437 E. 103<sup>rd</sup> St.  
Chicago, Illinois 60628

**USER:** District Wide

**TERM:**

The term will commence on November 3, 2011 and shall end on September 30, 2012.

**SCOPE OF SERVICES:**

Bren Products Company will provide various xerographic (copier) paper as needed for the reproduction, multifunction and other output devices throughout the District.

**BENEFIT TO CITY COLLEGES OF CHICAGO:**

The Office of Administrative and Procurement Services upon review has determined that it is more feasible and cost effective to utilize Bren Products Company under joint purchasing, selected on a competitive basis by the City of Chicago issued for bid 65636, for the period from October 1, 2008 through September 30, 2011 and renewed from July 20, 2011 through September 30, 2012, to procure the various paper needed.

**VENDOR SELECTION CRITERIA:**

The contract being utilized as a part of the joint purchasing agreement has been advertised and awarded in accordance with the procurement procedures by the City of Chicago issued for bid number 65636, for the period from October 1, 2008 through September 30, 2011 and renewed from July 20, 2011 through September 30, 2012. Pursuant to State law, contracts for goods and services procured from another governmental entity are exempt from the District's competitive bidding requirements.

**MBE/WBE COMPLIANCE:**

The Office of M/WBE Contract has reviewed the above request and, Bren Products Company, a direct Supplier of copier paper, as well as a certified minority vendor, with little opportunity for additional subcontracting without a price increase, is recommending a waiver of WBE participation in compliance with the Board Approved Participation Plan.

**MBE Vendor:** Bren Products Company      Direct Participation      City Certification  
437 E. 103<sup>rd</sup> St.  
Chicago, Illinois 60628

**GENERAL CONDITIONS:**

Inspector General – It shall be the duty of each party to the agreement to cooperate with the Inspector General for City Colleges of Chicago in any investigation conducted pursuant to the Inspector General’s authority under Article II, Section 2.6.4(b) of the Board Rules for Management and Government.

Ethics – It shall be the duty of each party to the agreement to comply with the applicable provisions of the Board’s Ethics Policy adopted January 7, 1993, and as amended by the Board.

**FINANCIAL:**

**Charge to:** Various Locations

**Sources of Funds:** Various Funds

**Unrestricted Fund**

FY12: Various-Variou-Variou-Variou-Variou-540000: \$400,000

**Total:** \$400,000

**Respectfully submitted,**

**Cheryl L. Hyman  
Chancellor**

**November 3, 2011 – Office of Administrative and Procurement Services - District -Wide**