

**31138**  
**ADOPTED – BOARD OF TRUSTEES COMMUNITY**  
**COLLEGE DISTRICT NO. 508**  
**SEPTEMBER 1, 2011**

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

**COPIER, PRODUCTION REPROGRAPHICS EQUIPMENT AND SERVICES**  
**XEROX CORPORATION AND XEROX-CDI**  
**DISTRICT WIDE**

**THE CHANCELLOR RECOMMENDS:**

that the Board of Trustees authorizes the Chairman to execute agreements with Xerox Corporation and Xerox-CDI to lease copying/duplicating equipment, along with accessories, maintenance, training and managed print services for the various facilities located within the District for a five (5) year period from December 1, 2011 through December 1, 2016, with an option to renew for two (2) one year periods at a total cost not to exceed \$1,310,000 annually.

**VENDORS:** Xerox Corporation  
45 Glover Avenue  
Norwalk, CT 06856-4505

Xerox - CDI  
9 West Hubbard  
Suite 301  
Chicago, IL 60610

**USER:** District Wide

**TERM:**

The term of these agreements shall commence on December 1, 2011 and shall end on December 1, 2016.

**SCOPE OF SERVICES:**

Xerox Corporation and Xerox-CDI shall provide the leasing of copying/duplicating equipment along with accessories, maintenance, training and managed print services to various facilities located within the District.

**BENEFIT TO CITY COLLEGES OF CHICAGO:**

The lease of new and technologically upgraded reproduction equipment will reduce the need to purchase new desktop printers and facilitate creation of in-house services for basic printing projects such as college schedules booklets, and materials from the faculty.

**VENDOR SELECTION CRITERIA:**

A Request for Proposal (RFP) was prepared and advertised through the Office of Procurement Services and 23 vendors were contacted on May 26, 2011. Responses were received from Konica Minolta, Xerox Corporation, IKON Office Solutions, Inc., Cannon Business Solutions, Inc. and Xerox-CDI.

The evaluation committee, which consisted of Reprographics Directors, Executive Business Managers, and District Office Staff, reviewed the responses and recommended Xerox Corporation and Xerox-CDI based on the oral presentations, site visits and criteria set forth in the RFP that included:

- Price of the solution
- Professional qualifications and experience
- Longevity of business organization
- Experience with other contracts in a similar role
- Quality of the Proposal
- Available staffing of adequate personnel to provide required services

Based on the oral presentations, site visit and pricing, the evaluation Staff recommends the award to Xerox Corporation for the reprographics production equipment and related services and to Xerox-CDI for the multi-function walk-up copying devices and implementation of a student apprentice/employment program for the walk-up copying devices.

#### **MBE/WBE COMPLIANCE:**

The Office of M/WBE Contract Compliance has reviewed the above referenced agreement with and Xerox Corporation and Xerox-CDI are in compliance with the Board Approved Participation Plan.

#### **Xerox Corporation**

<b>MBE Vendor:</b>	Revere Consulting 4942 Bay View Drive Richton Park, IL 60471	Direct Participation Equipment Training	City Certification 10%
	US Messenger 7790 Quincy Willowbrook, IL 60527	Direct Participation Courier Services	CMSDC Certification 5%
	RL Canning 5440 N. Cumberland Chicago, IL 60631	Indirect Participation Personnel Services	City Certification 15%
<b>WBE Vendor:</b>	New World Van Lines 5875 N. Rogers Chicago, IL	Direct Participation Delivery Services	WBDC Certification 5%
	Barrister Global Network 14042 Barrister Way Hammond, LA 70403	Indirect Participation IT Services	WBDC Certification 7%

#### **Xerox-CDI**

<b>MBE Vendor:</b>	Systems Unlimited 1350 W. Bryn Mawr Chicago, IL 60143	Direct Participation Installations/set-ups	City Certification 10%
	US Messenger 7790 Quincy	Direct Participation Courier Services	CMSDC Certification 5%

Willowbrook, IL 60527

	KBS Computer Services 418 Highland Road Matteson, IL 60443	Direct Participation Installations	City Certification 10%
<b>WBE Vendor:</b>	New World Van Lines 5875 N. Rogers Chicago, IL	Direct Participation Delivery Services	WBDC Certification 5%
	Arrow Messenger 1322 W. Walton Chicago, IL 60642	Direct Participation Courier Services	City Certification 2%
	Barrister Global Network 14042 Barrister Way Hammond, LA 70403	Indirect Participation IT Services	WBDC Certification 7%

**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:**

**Total:** \$6,550,000

Xerox Corporation (Reprographics Print Centers): \$4,725,000

Xerox-CDI (Office Walk-Up Units): \$1,825,000

**Charge to:** Various Departments and Colleges

**Sources of Funds:** Education Fund

Unrestricted and Restricted Funds

FY11-FY16: Various Chart Fields- Account 560000: \$1,310,000 Annually

**Respectfully submitted,**

**Cheryl L. Hyman  
Chancellor**

**September 1, 2011—Administrative and Procurement Services -District Office**