

BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508  
County of Cook and State of IllinoisXEROX DOCUPRINT 96 PRINTER MAINTENANCE AGREEMENT  
OFFICE OF INFORMATION TECHNOLOGY  
DISTRICT OFFICE

THE CHANCELLOR

## REPORTS

that there is a need to establish a new maintenance agreement for the Xerox Docuprint 96 printer at the district office; and

that staff has received and recommends acceptance of the following proposals:

- Certus One, a qualified Xerox sales and service firm has proposed to provide annual maintenance on this equipment for an estimated total monthly cost of \$875.00 (based on 75,000 prints per month); and
- Xerox has proposed a minimum three year agreement to provide annual maintenance on this equipment for an estimated total monthly cost of \$1,425.00 (based on 75,000 prints per month); and

that based on the review of the proposals submitted, staff recommends acceptance of the proposal from Certus One to service the Xerox Docuprint 96 printer for period of April 2004 through March, 2005; and

that this purchase of service is exempt from the District's competitive bidding requirements.

THE CHANCELLOR

## RECOMMENDS

that the Board of Trustees authorize the Chairman to enter into 12-month service agreement with Certus One, Minneapolis, MN for the service and maintenance of the Xerox Docuprint 96 printer at the district office for the period of April 2004 through March, 2005 for total estimated cost of \$10,450.00.

## FINANCIAL

\$10,450.00 – Educational Fund – # 50800-0023001

Respectfully Submitted:

Wayne D. Watson  
Chancellor

March 31, 2004