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

NURSING BOOKS AND INSTRUCTIONAL MATERIALS
ALL COLLEGES

THE CHANCELLOR

REPORTS

that it is necessary to purchase books and instructional materials each year for the Licensed Practical Nursing Programs at all Colleges; and

that bids were not solicited because the purchase of books and instructional materials are considered sole source and therefore exempt from the bidding process and M/WBE requirements; and

that based on usage in previous years, estimated purchases from the following publishers/distributors of nursing textbooks may exceed \$10,000 during FY2005:

<u>PUBLISHERS</u>	<u>ESTIMATED AMOUNT</u>
Rittenhouse Book Distributors, King of Prussia, PA	\$23,000
Harcourt Health Science, St. Louis, MO.	\$37,000

THE CHANCELLOR

RECOMMENDS

that the Board of Trustees approve the issuance of annual purchase orders to the above publishers on an as-needed basis in accordance with ICCB grant allocations, with each College issuing its own purchase order for the nursing books and instructional materials during FY2005.

FINANCIAL

As needed -- ICCB Grant

Respectfully submitted:

Wayne D. Watson
Chancellor

June 3, 2004