

June 21, 2001

01-107

ACCEPT LOW BID AND AWARD CONTRACT FOR PRINTING
& BINDING 2001-2002 COLLEGE SCHEDULES OF CLASSES

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FINANCIAL
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REPORT: The College has the need for printing and binding its 2001-2002 Fall, Winter, Spring, Summer, and Early Fall term schedules of classes. An invitation to bid was advertised in the Daily Journal of Commerce on May 1, 2001. Invitations for Bids were distributed to eleven (11) vendors. Three (3) bids were received by the due date of May 31, 2001 from the following vendors:

	<u>Amount Bid</u>
Journal Graphics	\$414,637.64
Signature Graphics	\$448,310.00
Eagle Web Press	\$524,202.00

Recommendation for award is based on the lowest responsive lump sum bid total of all five (5) issues. Bid amounts are based on: 455,000, 176-page copies for Fall, Winter, and Spring; 450,000, 112-page copies for Summer; and 35,000, 88-page copies for the Early Fall edition, using recycled paper.

Note: None of the bid document holders, or actual bidders, are certified MWESB firms.

RECOMMENDATION: That the Board of Directors accept the low bid and award a contract for the Printing and Binding of the 2001-2002 College Schedules of Classes to Journal Graphics in the amount of \$414,637.64. Funds for this project will come from the general fund.