

BID #	DESCRIPTION	AMOUNT
	CONTRACT RENEWALS	
3539	RENEWAL OF ANNUAL CONTRACT FOR PRINTING OF BUSINESS CARDS, LETTERHEAD, ENVELOPES, NOTEPADS AND NCR FORMS Business Printing Carrollton, TX	\$80,000.00 (not to exceed)

TO: The Board of Trustees

FROM: President Cary Israel

DATE: March 25, 2014

SUBJECT: Recommendation for Renewal of Bid 3539 - Annual Contract for Business Cards, Letterhead, Envelopes, Notepads and NCR Forms.

SCOPE: First renewal of the annual contract for business cards, letterhead, envelopes, notepads and NCR forms. The initial term of contract was for one (1) year with an option to renew two (2) additional consecutive years upon mutual agreement and Board approval. Term of contract: 04/01/2014 through 03/31/2015.

RECOMMENDATION: Business Printing \$80,000.00
Carrollton, TX (not to exceed)

JUSTIFICATION: Originally awarded as low bid meeting specifications.