

BID #	DESCRIPTION	AMOUNT
	CONTRACT RENEWALS	
3558	ANNUAL CONTRACT FOR PRINTING OF THE STUDENT HANDBOOK Supreme Printing Company Dallas, TX	\$40,000.00 (not to exceed)

TO: The Board of Trustees

FROM: District President H. Neil Matkin

DATE: May 26, 2015

SUBJECT: Recommendation for Renewal of Quote 3558 - Annual Contract for Printing of the Student Handbook.

SCOPE: Second and final renewal of the annual contract for printing of the Student Handbook. 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: 06/01/2015 through 05/31/2016.

RECOMMENDATION: Supreme Printing Company \$40,000.00
Dallas, TX (not to exceed)

JUSTIFICATION: Supreme Printing Company has provided excellent service and they are holding their prices firm for an additional year.

REQUESTING DEPARTMENT: Public Relations