

5. CONSENT AGENDA 3. PURCHASING

5.3.2. OFFICE SUPPLIES (RATIFICATION)

Lead Staff: Mahsa Karamy, Executive Director, Business Operations

Funding Source: FY25 budget

Funding Request: \$701.86

Vendor	Amount
Staples	\$701.86

Explanation of Purchase: This is the ratification of the annual purchase and delivery of miscellaneous office products, supplies and solutions for the Colleges office supply central store, and campus printing to be used by departments across all campuses.

The Board previously approved a purchase not to exceed \$75,000.00; this purchase is a ratification of an additional \$701.86.

Recommendation: Ratify a purchase from Staples of Framingham, MA for \$701.86 in a not-to-exceed amount of \$701.86.