

BID #	DESCRIPTION	AMOUNT
	CONTRACT REVISIONS	
3581	ANNUAL CONTRACT FOR PRINTING OF BROCHURES AND BOOKLETS	
	Business Printing Carrollton, TX	
	Ennisgraphics Frisco, TX	
	Original Contract:	\$45,000.00
	CO # 1 – Increase:	\$3,500.00
	Revised Contract Total:	\$48,500.00

TO: The Board of Trustees

FROM: District President H. Neil Matkin

DATE: May 26, 2015

SUBJECT: Recommendation for Approval of Change Order for Competitive Sealed Bid 3581 – Annual Contract for Printing of Brochures and Booklets.

SCOPE: This change order will increase our current annual contract to cover the cost of printing of brochures and booklets.

RECOMMENDATION: Business Printing
Carrollton, TX

Ennisgraphics
Frisco, TX

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CO # 1 – Increase:	\$3,500.00
Revised Contract Total:	\$48,500.00

REQUESTING DEPARTMENT: Public Relations