

BID #	DESCRIPTION	AMOUNT
	CONTRACT RENEWALS	
3552	ANNUAL CONTRACT FOR PRINTING, PACKAGING, SCANNING AND REPORTING OF STUDENT EVALUATION OF FACULTY Survey Systems, Inc. New Brighton, MN	\$39,000.00 (not to exceed)

TO: The Board of Trustees

FROM: District President H. Neil Matkin

DATE: April 28, 2015

SUBJECT: Recommendation for Renewal of Quote 3552 - Annual Contract for Printing, Packaging, Scanning and Reporting of Student Evaluation of Faculty.

SCOPE: First renewal of the annual contract for printing, packaging, scanning and reporting of student evaluation of faculty. 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: 05/10/2015 through 05/09/2016.

RECOMMENDATION: Survey Systems, Inc. \$39,000.00
New Brighton, MN (not to exceed)

JUSTIFICATION: Survey Systems, Inc. has repeatedly been the awarded vendor since 2005 and has provided excellent products and service for the District while consistently providing considerably lower pricing than other respondents in previous contract years.

REQUESTING DEPARTMENT: Institutional Research