

7. NEW BUSINESS

7.16. ANNUAL POSTAGE

Lead Staff: Mahsa Karamy, Executive Director, Facilities Operations

Funding Source: FY26 budget

Funding Request: \$380,000.00

Vendor	Amount
United States Postal Service (USPS)	\$380,000.00

Explanation of Purchase: This purchase is for annual postage from USPS. The College's mail machine and post office permit accounts are pre-funded and are used to expedite mail processing for operations, marketing and recruiting campaigns for the College.

Pursuant to 110 ILCS 805/3-27.1 (k) contracts for goods or services procured from another governmental agency are exempt from the competitive bidding process.

Recommendation: Approve purchase from the United States Postal Service of Washington DC in a not-to-exceed amount of \$380,000.00.