Reasons to Extend Today’s Business Solutions

Approval is requested to delegate authority to the Chancellor to negotiate and execute extension to the contract (K-07-00160) with Today’s Business Solutions, a state certified HUB, for providing office supplies to the University of Houston. Following a competitive process, Today’s was awarded a multi-year contract beginning with FY2007. The original contract period was September 1, 2006 through August 31, 2010 with three one-year renewal options. We are requesting to exercise the third one-year renewal option by extending the contract to August 31, 2013.

The University of Houston has received the following benefits from its partnership with Today’s:

- Standard discount of 18% to 48% off list price on over 11,000 items

- Deeper discounts of 40% to 80% off list price on up to 600 items frequently purchased by UH called “Coog’s Top Picks”

- “HP Big Deal Discounts” of 39% to 55% off list price on 17 types of Hewlett Packard toner and ink frequently purchased by UH, which are only available through Today’s
  - Purchase of HP products also generates “HP Points,” which can be used to purchase more Hewlett Packard equipment and supplies

- $266K in cash rebates under the current contract, which were used to offset budget reductions

- Closed-loop recycling program – paper recycled by UH is sent to a Boise paper mill to produce recycled paper, which is then purchased by UH from Today’s