

Livonia Public Schools

Business Services Office

Date: May 20, 2015

To: Randy Liepa, Ph.D., Superintendent

From: Lisa Abbey, Director of Business Services

Re: Review of Bid Results for 2015-16 Copy Paper

We would like to discuss the bid results for 2015 -16 copy paper supplies at the next Finance Committee meeting on Tuesday, May 26, 2015.

Please find the attached memo from Harry Lau, Administrator of Facilities and Operations, and Paper Purchase Recommendation cost comparison for 2014-15 and 2015-16. Please note that the carton price is \$23.73, which is less than last year's price of \$25.54. We will order a total of 4,400 cartons of paper for the 2015-16 school year. Also note that this purchase is from the REMC Co-Pro Plus Bid, which meets the requirements for bidding.

Please let me know if there are any questions or concerns.

LA/kp

Attachments