



# Board of Trustees Agenda Item Information Form

Date Submitted: August 10, 2026

**Meeting Type**

- ☒ Regular Meeting  
☐ Special Meeting/Workshop

Meeting Date: August 24, 2026

**Agenda Placement**

- ☐ Public Hearing  
☐ Executive Session  
☐ Recognition  
☐ Program Spotlight  
☐ Community Input

**Code**

PH  
ES  
R  
PS  
CI

**Agenda Placement**

- ☐ Administrative Report  
☒ Consent Agenda  
☐ Action Item  
☐ Information/Discussion

**Code**

AR  
CA  
AI  
ID

**District Strategies (Check all that apply):**

- ☒ Students and staff will thrive in a secure environment, build connections and community, and become resilient leaders.  
☐ Each student will engage in world-class learning experiences that foster curiosity, develop talents, guide exploration, and fuel achievement.  
☐ We will cultivate innovation through strategic collaboration and responsive organizational stewardship.

**Subject:**

Consider Approval of Award of Contract 2027.802 Bulk Paper

**Background:**

In July 2026, proposals were received from eleven (11) vendors in response to RFP 2027.802 Bulk Paper. This contract replaces Contract 2026.801 Bulk Paper. To date, \$313,100 of the approved amount of \$425,000 has been encumbered. In accordance with the RFP, samples were received and tested by the print shop and other internal departments. The Director of Purchasing recommends the contract be awarded to Liberty Paper and Bosworth Papers (Western BRW Paper Co, Inc.) for an estimated contract value of \$425,000.

**Fiscal Impact Statement**

**Cost:** \$425,000.00

- ☒ Recurring  
☐ One-Time

**Funding Source:**

- ☒ General Fund  
☐ Grant Fund  
☒ Other Funds (specify)  
Child Nutrition

**Fiscal Year:** 2026 / 2027

**Amendment Required:** N/A

☐ Bond Funds (program year): N/A

**Superintendent's Recommendation:**

It is the recommendation of the Superintendent that the Board of Trustees approve the award of Contract 2027.802 Bulk Paper with Liberty Paper and Bosworth Papers (Western BRW Paper Co, Inc.) for an estimated annual contract value of \$425,000 beginning September 1, 2026, through August 31, 2027.

**Department Submitting Form:** Purchasing

**Cabinet Member's Approval:** Alice Benzaia