

# **Livonia Public Schools**

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## ***Business Services Office***

Date: August 1, 2012

To: Randy Liepa, Ph.D., Superintendent

From: Lisa Abbey, Director of Business Services

Re: Recommendation for Custodial Paper Products

We would like to discuss the recommended purchase of custodial paper products at the next Finance Committee meeting on Monday, August 6, 2012. Please contact me if you have any questions. Thank you.

LA/kp

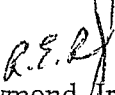
Attachments

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# LIVONIA PUBLIC SCHOOLS

*Operations Department*

*Memorandum*

TO: Lisa Abbey  
FROM: Raymond E. Raymond, Jr.   
DATE: August 1, 2012  
SUBJECT: Custodial Paper Products

On Tuesday, July 31, 2012, a public bid opening for custodial paper products for the 2012/2013 school year was held in the Purchasing Department.

I am recommending that we purchase the roll towels (1904 cases) from Empire Equipment and Supply for a total of \$30,464.00 and we purchase single fold towels (108 cases) and toilet tissue (1890 cases) from HP Products for a total of \$47,197.62. The Grand total for Custodial Paper Products is \$77,661.62 (See attached recap sheet).

Please call if you have any questions.

Thank you.

ATTACHMENT

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# LIVONIA PUBLIC SCHOOLS

*Operations/Purchasing Department*

*Bid Recap Sheet*

VENDOR	ROLL TOWEL	SINGLE FOLD TOWEL	KC TOILET TISSUE	TOTAL
ALLIED-EAGLE	32,272.80	1,485.00	NO BID	33,757.80
APEC	31,682.56	1,543.32	46,361.70	74,587.58
<b>EMPIRE</b>	<b>30,464.00</b>	2,122.20	51,540.30	84,126.50
CENTRAL POLY	36,747.20	1,587.60	NO BID	38,334.80
GORDON	42,364.00	1,755.00	NO BID	44,119.00
<b>HP PRODUCTS</b>	31,644.48	<b>1,440.72</b>	<b>45,756.90</b>	77,842.10
SUPPLY PRO	30,654.40	1,501.20	NO BID	32,155.60
XPEDX*	21,321.30	NO BID	NO BID	21,321.30
*Bid is incomplete- Quantity asked for was 1904, Xpedx quoted 1430. Also, their priced was based on one delivery (not to spec.).				
<b>TOTAL:</b>				<b>77,661.62</b>

CUSTODIAL PAPER PRODUCTS BID 2012/2013