

# **Livonia Public Schools**

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## ***Business Services Office***

Date: September 4, 2012

To: Randy Liepa, Ph.D., Superintendent

From: Lisa Abbey, Director of Business Services

Re: Recommendation for Printing Department Paper Bid

We would like to discuss the recommendation for the purchase of paper for the Printing Department at the next Finance Committee meeting on Monday, September 10, 2012.

Please see the attached recommendation from the Printing Department. Of the two vendors who responded, the low bid that includes all the bid items is Paper Express. Thank you.

LA/kp

Attachments

# LIVONIA PUBLIC SCHOOLS

Printing Department

Memorandum

**TO:** Lisa Abbey, Director of Business Services  
**From:** James Trottier, Printing Department  
**Date:** August 30, 2012  
**Subject:** Award of Paper Bid

The paper bids have been received and reviewed. It is my recommendation to award the bid to the following vendor as indicated on the attached sheet.

Paper Express	\$59,920.25
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We sent the bid to four vendors and the two additional vendors who contacted our office. There will be a total of 1,585 cartons purchased for the 2012-2013 school year.

If you require additional information or have any questions please contact me at ext. 42582. Thank you.

Attachment

**Livonia Public Schools  
Printing Paper Bid**

**August 29, 2012**

	<b>Name of Bidder</b>	<b>CENTRAL MICHIGAN PAPER</b>	<b>PAPER EXPRESS (PEX)</b>
Quantity	<b>Description</b>	<b>PER THOUSAND</b>	<b>PER THOUSAND</b>
2000M	60# 11 x 17 Offset White	\$15.35	\$14.69
400M	60# 8.5 x 11 Offset White	\$7.20	\$6.76
100M	60# 11 x 17 Offset Cream	\$18.00	\$16.54
100M	60# 11 x 17 Offset Orchid	NO QUOTE	\$16.54
50M	60# 11 x 17 offset Peach	NO QUOTE	\$16.54
50M	60# 11 x 17 Orbit Orange or comparable	\$24.00	\$23.27
100M	60# 11 x 17 Solar Yellow or comparable	\$24.00	\$23.27
100M	60# 11 x 17 Terra Green or comparable	\$24.00	\$23.27
50M	67# 11 X 17 Cream Vellum	\$31.90	\$30.67
50M	67# 11 X 17 Yellow Vellum	NO QUOTE	NO QUOTE
50M	67# 11 X 17 Gold Vellum	\$31.90	\$30.67
50M	67# 11 X 17 Orchid Vellum	\$31.90	\$30.67
50M	67# 11 X 17 Pink Vellum	\$31.90	\$30.67
25M	67# 11 X 17 Peach Vellum	\$31.90	\$30.67
100M	20# 11 x 17 Bond Blue	\$15.40	\$15.69
100M	20# 11 x 17 Bond Canary	\$15.40	\$15.69
100M	20# 11 x 17 Bond Gold	\$16.60	\$15.69
100M	20# 11 x 17 Bond Green	\$15.40	\$15.69
100M	20# 11 x 17 Bond Pink	\$15.40	\$15.69
100M	20# 11 x 17 Bond Orchid	\$15.40	\$15.69
50M	20# 11 x 17 Bond Tan	\$16.60	\$15.69
50M	20# 11 x 17 Bond Ivory	\$15.40	\$15.69
<b>Grand Total</b>		<b>\$59,517.50</b>	<b>\$59,920.25</b>
Sworn and Notarized Familial Disclosure Statement		X	X
Identification of Reponsibility		X	X
Vendor Profile		X	X
Comments:		SAMPLES PROVIDED	

Recorded by:

Witness