

BID #	DESCRIPTION	AMOUNT
NEW SOLICITATIONS		
3786	ANNUAL CONTRACT FOR COPY PAPER, MISCELLANEOUS PAPER STOCK AND ENVELOPES	\$414,000.00 (3 year total not to exceed)
	Western-BRW Paper Company Dallas, TX	(\$138,000.00 estimated annual total)

TO: The Board of Trustees

FROM: Interim District President Colleen Smith

DATE: March 24, 2015

SUBJECT: Recommendation for Approval of Competitive Sealed Bid 3786
- Annual Contract for Copy Paper, Miscellaneous Paper Stock
and Envelopes.

SCOPE: Annual contract for copy paper, paper stock and envelopes.
This contract was bid by the District on behalf of the District, as
well as members of the Collin County Governmental
Purchaser's Forum. The term of contract is for a period of three
(3) years. Term of contract: 03/01/2015 through 02/28/2018.

RESPONSES: Seven (7) vendors viewed the bid package, four (4) responded.

COMPARISON: See attached.

RECOMMENDATION: Western-BRW Paper Company \$414,000.00
Dallas, TX (3 year total not to
exceed)

(\$138,000.00
estimated annual
total)

JUSTIFICATION: Overall low bid.

REQUESTING
DEPARTMENT: District wide.