

MEMORANDUM

TO: Dr. Kyle Schumacher, Dr. Griff Powell, Co-Interim Superintendents,
Board of Education

FROM: Daina Pflug, Business Manager

DATE: May 19, 2025

RE: Recommendation for Acceptance of Copy Paper Bid

Copy paper bid specifications for the entire district were sent out to twelve suppliers for the 2025-2026 school year. We received formal bids from eight companies: Warehouse Direct, Inc., The Paper Corporation, Murnane Paper, Quill LLC, Veritiv, Contract Paper Group, Midland Paper and Garvey's Office Products. Contract Paper Group came in with the lowest responsible bid totaling \$67,876.29. They were awarded the paper bid last year and we were pleased with their services.

We are recommending that we accept Contract Paper Group's bid. A bid recap and contract are included in the board packet.