

# Memo



**To:** Dr. Karla Guseman  
**From:** Dr. Ilandus Hampton  
**CC:** Board of Education  
**Date:** July 15, 2025  
**Re:** Copier/Computer Paper Bid Results

A bid notification for Copier/Computer Paper was published in the Herald News on June 4, 2025. Bids were opened on June 18, 2025, at 2:00p.m. We received six bids (see attachment). The lowest responsible bidder that meets paper specifications and the desired delivery time is Liberty Paper at \$49,022.40.

The administration recommends that the Board of Education approve Liberty Paper at \$49,022.40.

If you have any questions, please contact me at your convenience.

Thank you.