

Pleasantdale Elementary School  
8100 School Street  
La Grange, IL 60525  
708.246.4700 Fax: 708.246.4625



Pleasantdale Middle School  
7450 S. Wolf Road  
Burr Ridge, IL 60527  
708.246.3210 Fax: 708.352.0092

Pleasantdale School District 107 | 7450 S. Wolf Road | Burr Ridge, IL 60527 | 708.784.2013 | Fax: 708.246.0161 | www.d107.org

**DATE: May 10, 2018**  
**TO: Board of Education**  
**FROM: Catherine Chang**  
**RE: Lyons Township Bid 2018/2019 - Paper Bid**

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Each year the seven school districts in Lyons Township combine their needs in the areas of paper and submit one bid proposal for the entire township. District 103 organized the bid process. Through this process each district receives a lower price on these items since quantities are substantially higher. The bids were properly advertised, solicited, received, opened and publicly read on Monday, May 1, 2018. Four vendors responded for the paper bid. The recommendation is to award the bids as follows:

<u>Vendor</u>	<u>Amount</u>
Veritiv (Unisource)	\$2.365 per Ream (White) \$3.225 per Ream (Color )

Listed on the next page is a 10-year history of the cost per ream of paper.

Paper Bid History

Cost Per Ream (500 Sheets @ 10 Per Box)

	<b>2017/18</b>	<b>2016/17</b>	<b>2015/16</b>	<b>2014/15</b>	<b>2013/14</b>	<b>2012/13</b>	<b>2011/12</b>	<b>2010/11</b>	<b>2009/10</b>	<b>2008/09</b>
8 1/2 X 11 White	\$2.157	\$2.260	\$2.352	\$2.420	\$2.309	\$2.925	\$2.825	\$2.850	\$2.849	\$2.606
8 1/2 x 11 Color	\$3.119	\$3.205	\$3.218	\$3.250	\$3.295	\$3.420	\$3.320	\$3.520	\$3.280	\$3.242