

LIVONIA PUBLIC SCHOOLS

Operations Department

Memorandum

TO: Lisa Abbey, Assistant Superintendent of Business Services

FROM: Harry Lau, Administrator Facilities and Operations

DATE: June 15, 2016

SUBJECT: Recommendation of Paper Purchase 2016-2017

I am recommending purchasing copy paper for the 2016-2017 school year from Veritiv Operating Company at a total cost of \$116,276.05.

Below is a list of vendors that participated in the Copy Paper Bid.:

Ave Office Supplies	Southfield, MI	\$146,191.50
Central Michigan Paper	Ada, MI	\$123,750.40
Contact Paper Group	Uniontown, OH	\$122,219.20
Paper Express	Bloomfield Hills, MI	\$116,675.15
The Office Connection	Farmington Hills, MI	\$133,326.79
Veritiv Operating Company	Jacksonville, FL	\$116,276.05

This purchase will consist of:

4,600 cartons	White, 8.5 x11 paper	\$22.45 carton, truck price
88 cartons	White, 11x17 paper	\$27.50 carton, pallet price
18 cartons	White, 8.5X14 paper	\$35.00 carton, pallet price
289 cartons	Color (assorted), 8.5 x 11 paper	\$34.45 carton, truck price

If you have any questions, please call me. Thank you.

LIVONIA PUBLIC SCHOOLS

COPY PAPER BID

June 14, 2016, 1:00 P.M.

VENDORS BIDDING DESCRIPTION	Ave Office Supplies Southfield, MI	Central Michigan Paper Ada, MI	Contact Paper Group Uniontown, OH	Paper Express Bloomfield Hills, MI	The Office Connection Farmington Hills, MI	Ventiv Operating Company Jacksonville, FL
COPY PAPER	\$ 146,191.50	\$ 123,750.40	\$ 122,219.20	\$ 116,675.15	\$ 133,326.79	\$ 116,276.05
GRAND TOTAL:	\$ 146,191.50	\$ 123,750.40	\$ 122,219.20	\$ 116,675.15	\$ 133,326.79	\$ 116,276.05
EQUAL OPPORTUNITY STATEMENT	X	X	X	X	X	X
SWORN AND NOTARIZED FAMILIAL DISCLOSURE STATEMENT	X	X	X	X	X	X
IRAN SANCTIONS STATEMENT	X	X	X	X	X	X

RECORDED BY:

Nick Armelagos

DATE:

6/14/2016

WITNESSED BY:

Harry C. Lau

DATE:

6/14/2016

**Copy Paper Comparison
2015-16 and 2016-17**

2016/17				
Paper color	Size	Quantity (cartons)	Price	Cost
White	8.5x11	4,600	22.45	103,270
White	11x17	88	27.50	2,420
Assorted color	8.5x11	289	34.45	9,956
				\$115,646

2015/16				
Paper color	Size	Quantity (cartons)	Price	Cost
White	8.5x11	4,400	23.73	104,412
White	11x17	50	29.97	1,499
Assorted color	8.5x11	167	37.75	6,304
				\$112,215