



Livonia Public Schools

Facilities and Operations

Date: August 5, 2020
To: Phillip Francis, Director of Operations
From: Harry C. Lau, Administrator of Facilities and Operations
Re: Recommendation to Award District Copy Paper to Contract Paper Group

I am recommending and seeking approval to award the District's purchase of copy paper for the 2020-21 school year to Contract Paper Group from the General Fund at a total cost of \$103,872.42.

This purchase will be made through the Wayne County RESA contract #2019-WR-015-C. The details of the bid and pricing is as follows:

Quantity	Unit	Description	Weight	Color	Unit Price	Total
4,000	CTN	8.5" x 11" Natural Choice	20 lb.	White	\$23.19	\$ 92,760.00
		*Alternate Virgin Paper \$24.99 CTN				\$ 0.00
20	CTN	8.5" x 14"	20 lb.	White	\$39.72	\$ 794.40
96	CTN	11" x 17"	20 lb.	White	\$31.20	\$ 2,995.20
186	CTN	8.5" x 11"	20 lb.	Pastels	\$39.37	\$ 7,322.82
					TOTAL	\$103,872.42

This purchase will replenish the Warehouse inventory for District use during the 2020-21 school year.

Thank you for your consideration in this matter.

HL:ss
cc: K. Oaks