



Livonia Public Schools

Facilities and Operations

Date: July 7, 2021

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 2021-22 school year to Contract Paper Group from the General Fund at a total cost of \$88,667.40.

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
3,100	CTN	8.5" x 11"	20 lb.	White	\$27.40	\$ 84,940.00
10	CTN	8.5" x 11"	20 lb.	Salmon	\$40.79	\$ 407.90
10	CTN	8.5" x 11"	20 lb.	Cherry	\$40.79	\$ 407.90
10	CTN	8.5" x 11"	20 lb.	Blue	\$40.79	\$ 407.90
20	CTN	8.5" x 11"	20 lb.	Goldenrod	\$40.79	\$ 815.80
10	CTN	8.5" x 11"	20 lb.	Green	\$40.79	\$ 407.90
50	CTN	11" x 17"	20 lb.	White	\$32.00	\$ 1,280.00
					TOTAL	\$ 88,667.40

This purchase will replenish the Warehouse inventory for District use during the 2021-22 school year.

Thank you for your consideration in this matter.

HL:ss
cc: K. Oaks